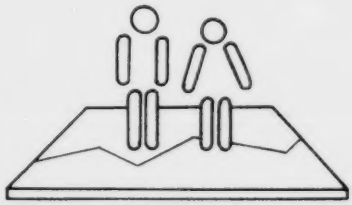
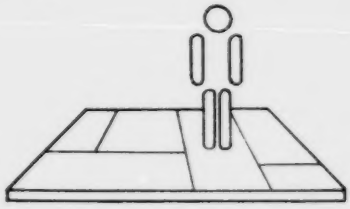
INFORMATION SYSTEMS MANUAL



employment

land use



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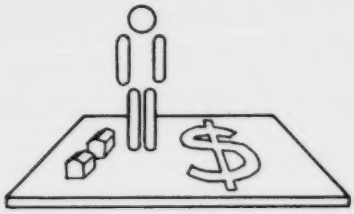


assessment...

Metropolitan Toronto Planning Department..... Research Division

EMPLOYMENT, LAND USE AND ASSESSMENT

(E.L.A.)

INFORMATION SYSTEMS MANUAL

December 1985

EMPLOYMENT, LAND USE AND ASSESSMENT, (E.L.A.)

INFORMATION SYSTEMS MANUAL

CONTENTS

		Page
1.	INTRODUCTION	1.1
2.	SYSTEMS DESIGN	2.1-2.27
	. Systems Overview	
	. Program Documentation and Extract System	
3.	SYSTEMS OPERATION	3.1-3.75
	. EXTRACT SYSTEM	
	. UPDATE SYSTEM	
	. REPORT SYSTEM FOR UPDATING	
	. REPORT SYSTEM	
4.	DATA BASE	4.1-4.12
	. Steps in Maintaining Data Base	
	. File Layout	
	. Geographical Referencing	
	. Tape Retention	
5.	FIELD SURVEYS AND UPDATE PROCEDURES	5.1-5.62
	. Methodology	
	. Definitions and Coding Instructions	
	. Classification Codes	
	. Geographical Areas	
	. Keypunch Instructions	
	. Survey Corrections	
6.	REPORT PROGRAMS	
	. P3.0 Series based on Intermediate E.L.A. File	6.01-6.0.17
	. P3.1 & P3.5 Series based on Final Current Occupant File	6.1.1-6.1.31
	. P3.2 Series based on Departing Establishment File	6.2.1-6.2.10
	. P3.3 Series based on Arriving Establishment File	6.3.1-6.3.10
	. P3.4 Series based on Arriving and Departing Departing Establishment File	6.4.1-6.4.4
	. P3.6 Series based on Parcel File Data	6.5.1-6.5.6
APPENDIX		
	. INDEX	

SECTION 1

INTRODUCTION

SECTION 1 INTRODUCTION

The Employment, Land Use and Assessment Information System (E.L.A. System) is based on non-residential property and occupancy (assessable unit) records contained in each year's Regional Planning File (R.P.F.) updated by information contained in the previous year's E.L.A. tapes and supplemented by field survey data of:

- predominant use of land (parcel code);
- full time and part time employment at each place of employment (occupancy);
- land use activity of each occupancy;
- secondary employment and activity code where applicable;
- duration of establishment at that location;
- previous location of present tenant if less than one year, or new to the listing;
- new location of previous tenant moving in current year.

This data base is used to generate reports on the characteristics of various land use types. These relationships may be described for non-residential land uses for a given instant in time or with respect to the mobility of establishments reflecting this impact both on employment and assessment.

The purpose of the Metropolitan Toronto Planning Department's annual employment survey and the maintenance of the E.L.A. System is the following:

1. To monitor the extent, nature and location of development activity;
2. To provide background material for economic base studies;
3. To provide background material for analytical studies that permit development of alternative scenarios of the future urban structure to be examined and future goals and objectives to be recommended for consideration of Council; and,
4. To provide input into place of work locations required for transportation modelling studies.

The design of the Information System is based on a separate parcel and occupancy fixed format data banks for all parcels and occupancy records whenever an occupancy record within the parcel has a non RU or FRU unit class occupancy code. Various polygon sets are maintained: Prime P.G.U. (M.P.D., B.P.U., and Block) plus attached roll number identifier of parcel and occupancies, Assessment Geographical Unit to the Block, Traffic Zones, Special Project Area Codes (SPAC), Special Transportation Zones (STRAN), Industrial Zones (INDUST), Block Face Identifiers (BFI) and Retail Polygon.

SECTION 2

SYSTEMS DESIGN

SECTION 2 SYSTEMS DESIGN

SYSTEM OVERVIEW

The E.L.A. sub-system consists of the following steps:

EXTRACT	data from the R.P.F. and the previous E.L.A.;
UPDATE	this data with input from the field survey;
REPORT	on the results of the update.

The processes involved are shown in the flowcharts, Figures 2.1 to 2.10.

FIGURE 2.1 is an overview of the E.L.A. sub-system of the Planning system.

FIGURE 2.2 outlines the steps involved in extracting data from the current year R.P.F. file.

MPR210 00 writes out records containing data from selected Property and Occupant R.P.F. records and creates a Parcel Extract File and Occupant Extract File, as well as the total number of Property and Occupant records read, for verification by Planning Research.

MPR220 00, using the occupant extracts, merges the extracts in each property with matching occupant names into the record with the highest realty assessment value.

FIGURE 2.3 describes the production of the intermediate E.L.A. files and the Employment Survey report.

MPR230 00 combines the R.P.F. occupant extracts and selected previous year E.L.A. occupant records to form the basis of the current year's occupant extracts, and the survey report extracts.

MPR215 00 combines the R.P.F. parcel extracts and previous year E.L.A. parcel file records to form the parcel basis for the current year's survey and intermediate files to be updated later.

MPR300 00 produces the Employment Survey report.

FIGURE 2.4 and 2.5 show how the survey results and other inputs are processed prior to the E.L.A. update. There are two input forms from the survey, adds and updates, as well as "office" updates, which Planning Research can use to modify specific fields not accessed by the survey updates (both for occupants and parcels).

MPR235 00 splits the transactions into occupants and parcels for update validating.

MPR240 00 edits the incoming occupant transactions for form and content; errors are listed and are re-inputed when corrected.

MPR250 00 checks that the combinations of transactions for a given occupancy are acceptable; errors are listed and re-inputed when corrected. Transaction File register produced.

MPR270 00 edits in-coming parcel transactions for form and contents; errors are listed and re-input when corrected.

MPR272 50 checks that combinations of transactions for a given parcel are acceptable; errors are listed and re-inputed when corrected.

FIGURE 2.6 shows the creation of the updated E.L.A. occupant and parcel work files.

MPR260 00 processes the transactions against the intermediate E.L.A. occupant file, writing out any error messages along with the updated occupant and files of establishments which arrived at or departed from a location within the previous year.

MPR275 00 processes the transactions against the intermediate E.L.A. parcel files, writing out any error messages along with the updated parcel work file.

Errors found in either of the MPR260 00 or MPR275 00 must be corrected and re-submitted for edit checks as previous.

Once the work files are in a reasonably clean condition, various reports may be run to further check the validity of the data. Note: these are not the final reports. At this point corrections may be submitted through the usual process.

FIGURE 2.7 describes the update of the Parcel File with the current year employment data and polygon sets, as well as the creation of the "year file".

MPR280 00 extracts from the occupant file the employment information for merging into the parcel records. If errors are detected at this point, process through the normal edit checks.

MPR290 00 updates all the polygon sets on the parcel work file with information from the existing conversion files.

Once these jobs are complete the creation and backup of both the occupant and parcel files should take place. This generates the year files on Departures, Arrivals, Occupants and Parcels.

FIGURE 2.8 describes the reports produced from the Year End Occupant File.

FIGURE 2.9 shows the MPR360 00 series reports generated from the Year End Parcel File.

FIGURE 2.10 shows the reports which are generated by using a combination of the Year End Occupant File and Parcel Files.

FIGURE 2.11 shows the reporting done from the Departing Establishment File.

FIGURE 2.12 shows the reporting done from the Arriving Establishment File.

The P330 report series is run (MPR330 00).

FIGURE 2.13 shows the P340 report series, where the arriving establishment data and the departing establishment data are compared to the report on the net results of moves.

FIGURE 2.1 **E.L.A. OVERVIEW**

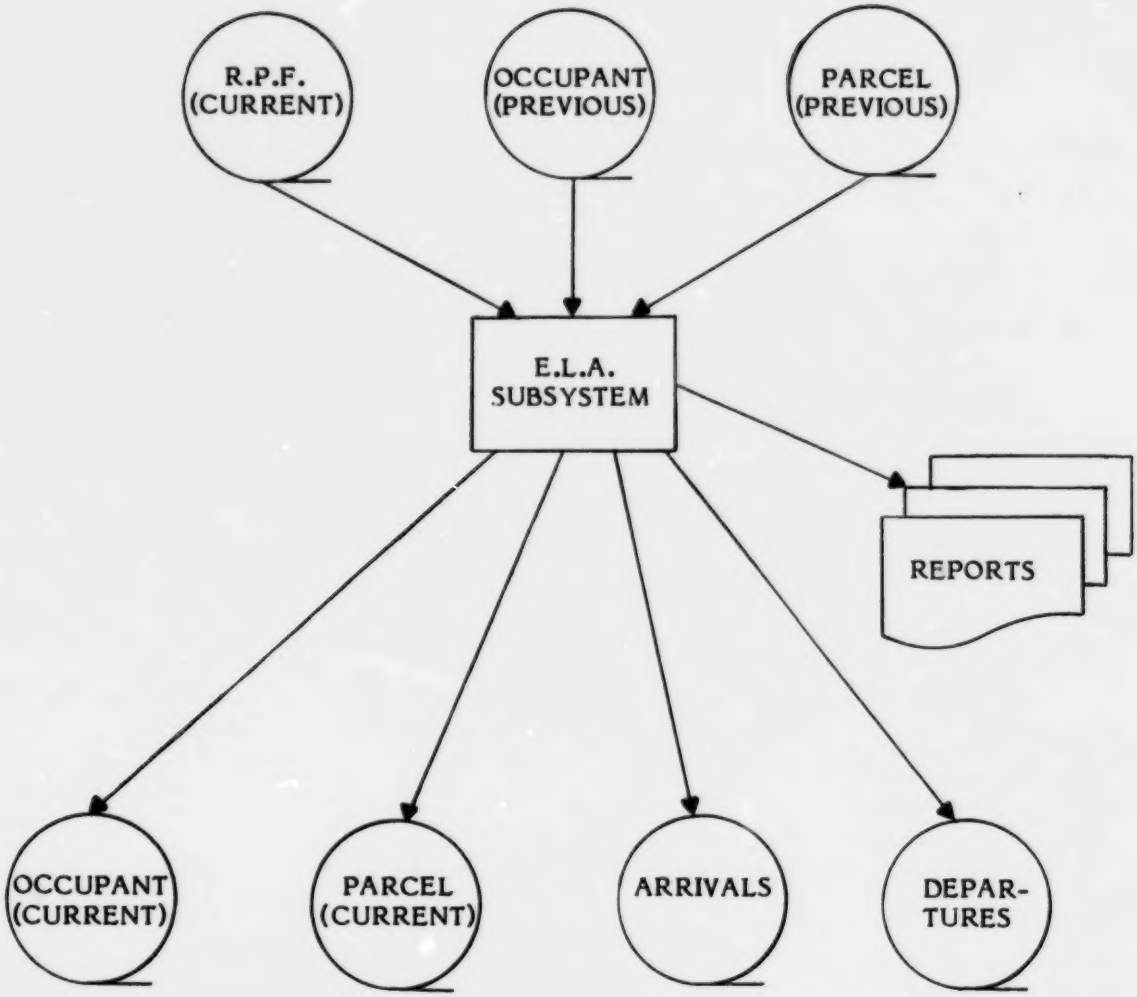


FIGURE 2.2

EXTRACTIONS FROM CURRENT YEAR R.P.F. FILES

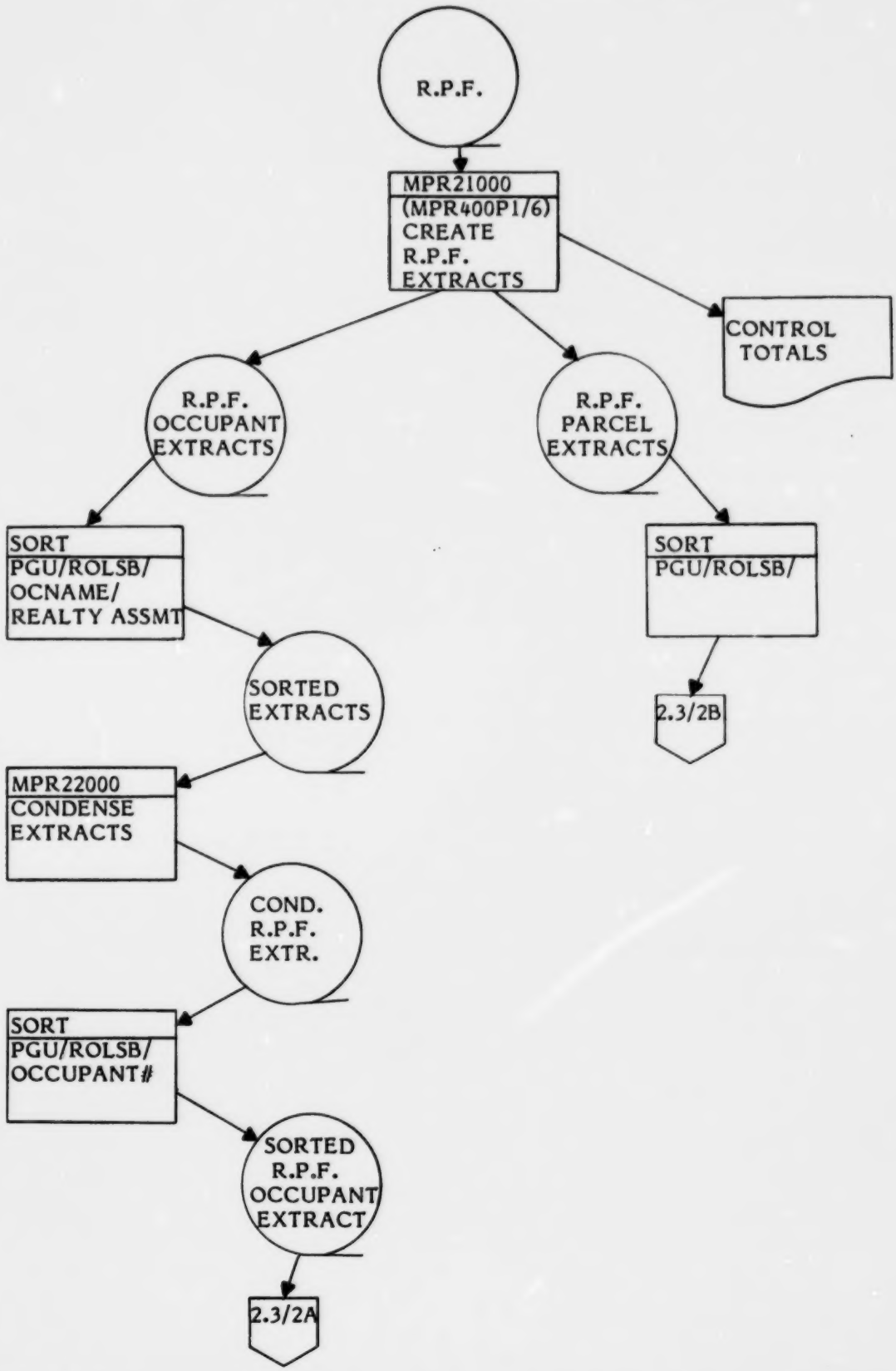


FIGURE 2.3

INTERMEDIATE E.L.A. AND SURVEY REPORT

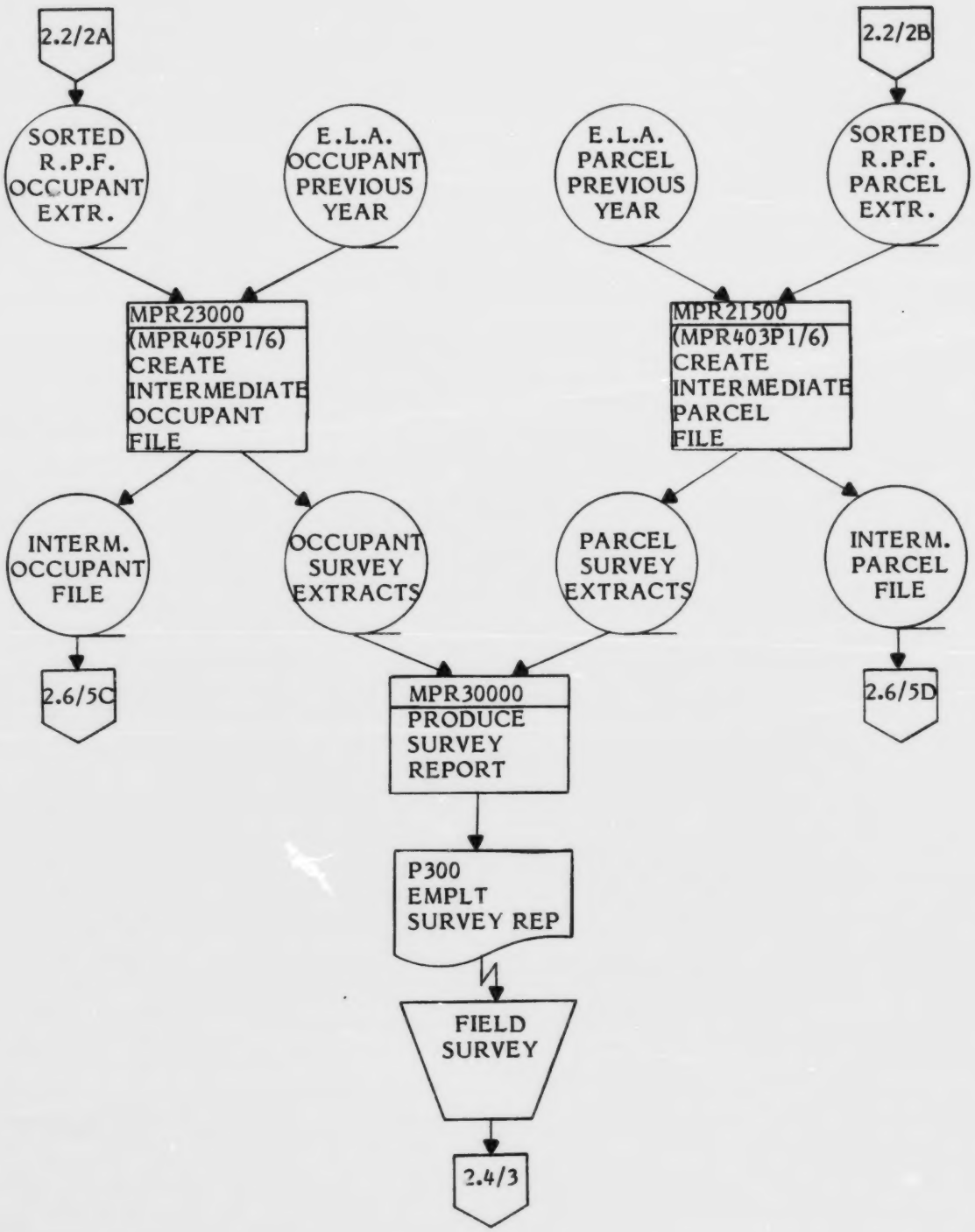


FIGURE 2.4

SURVEY AND OTHER INPUT RESULTS PROCESSING

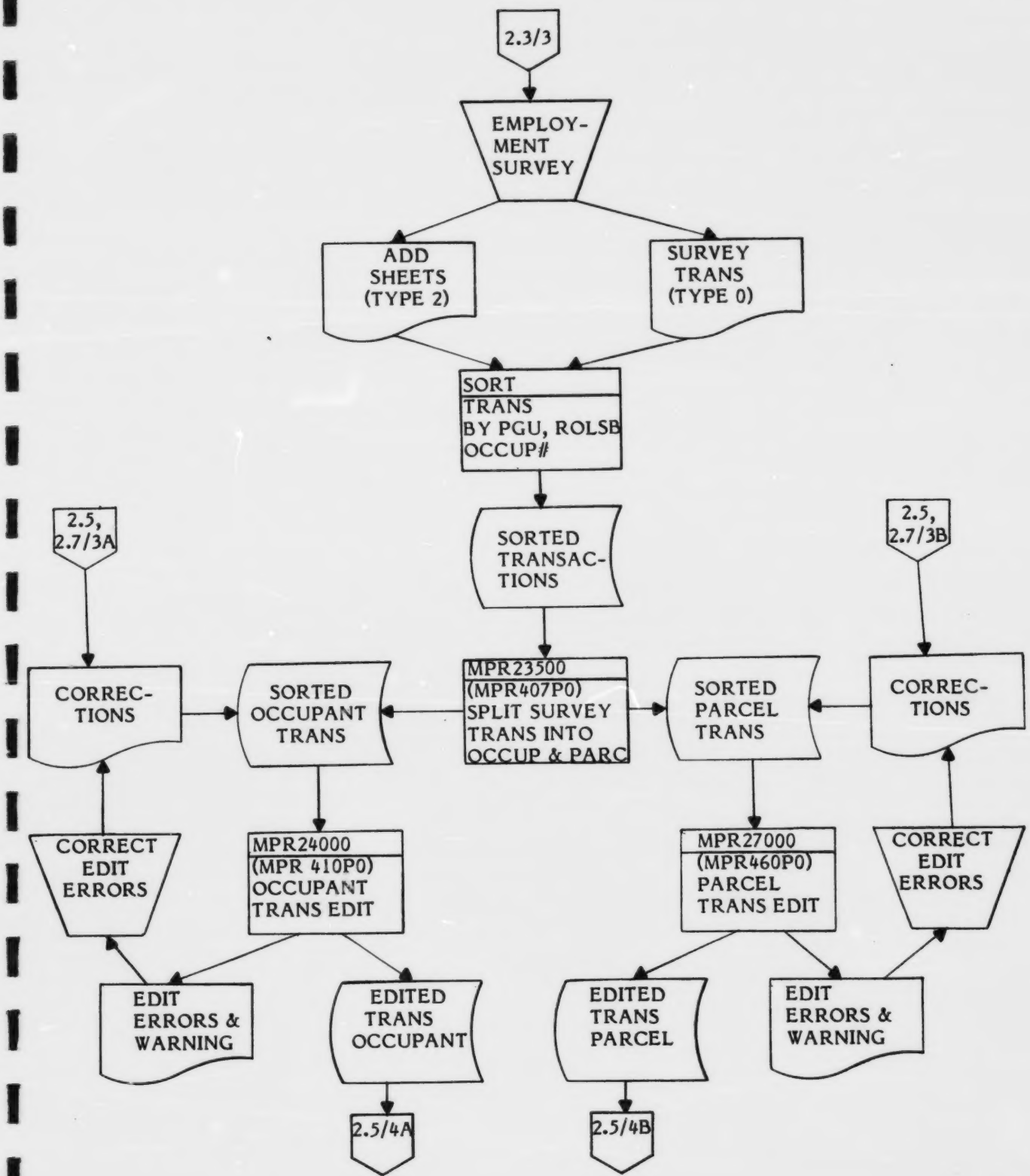
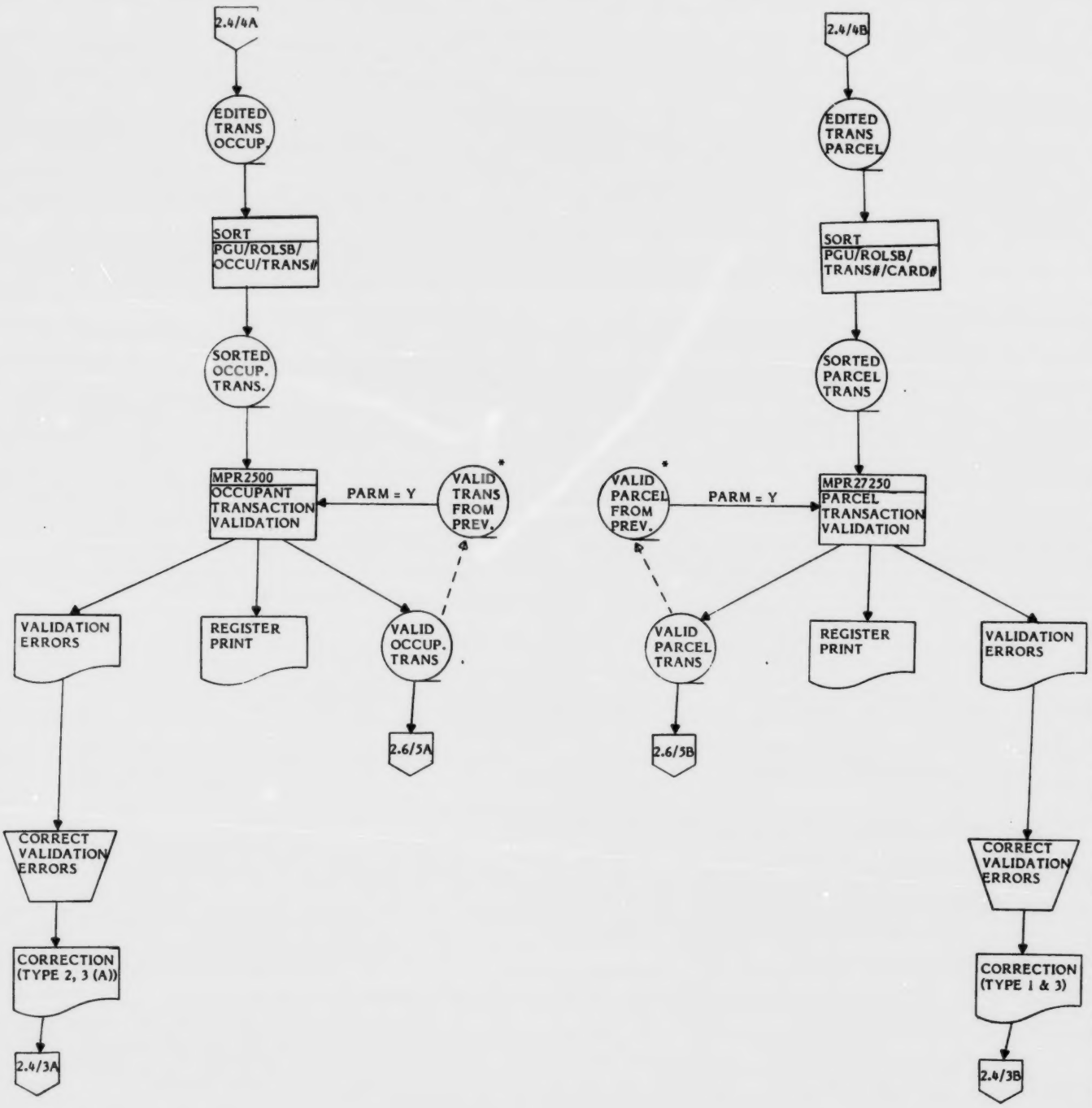


FIGURE 2.5 SURVEY AND OTHER INPUT RESULTS PROCESSING



*This loop is only active from the 2nd set of updates on, PARM = N on 1st run.

FIGURE 2.6 INTERMEDIATE FILE MERGE AND VALIDATIONS

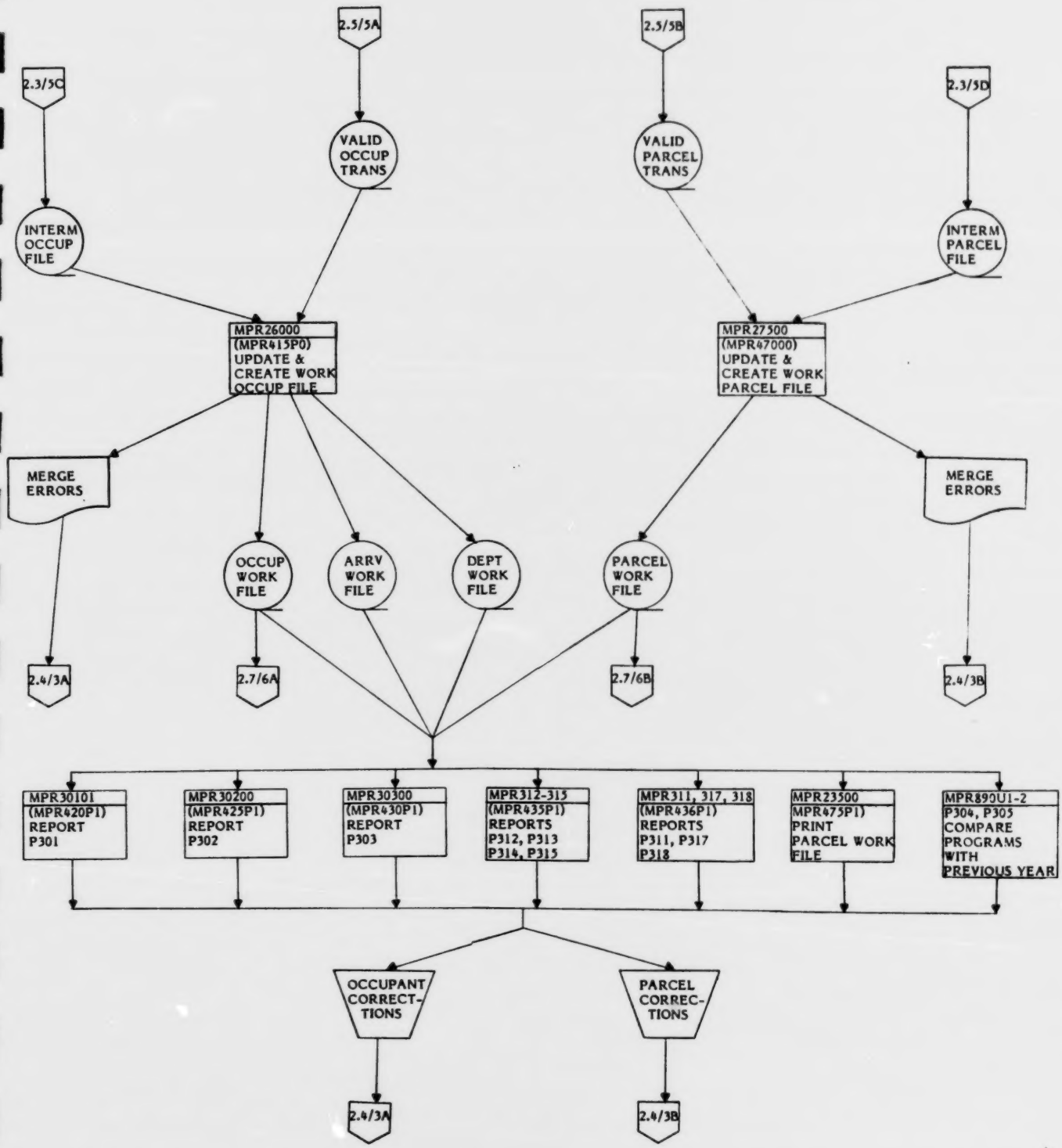


FIGURE 2.7 **YEAR END FILE CREATION**

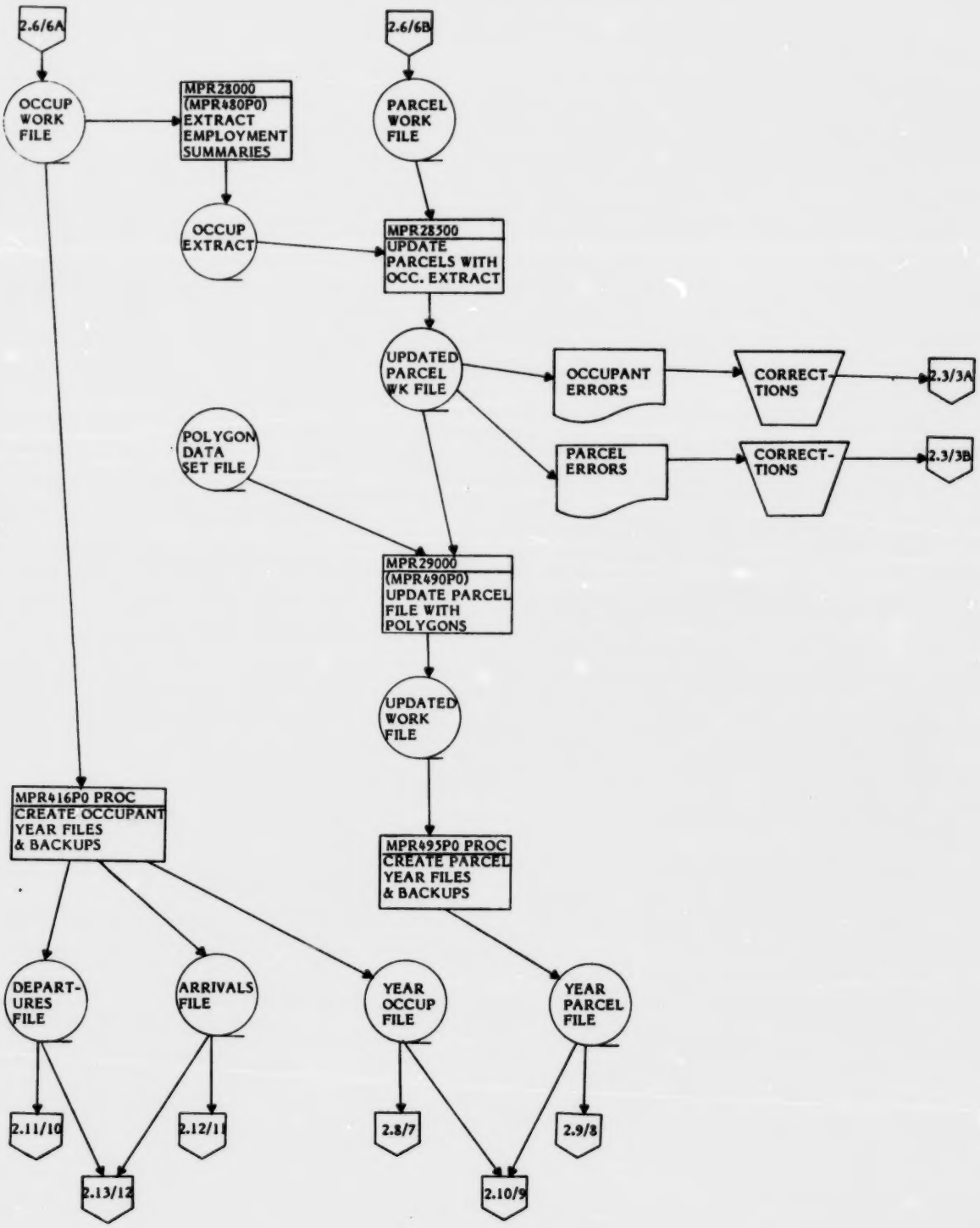


FIGURE 2.8 **OCCUPANT FILE REPORT GENERATION**

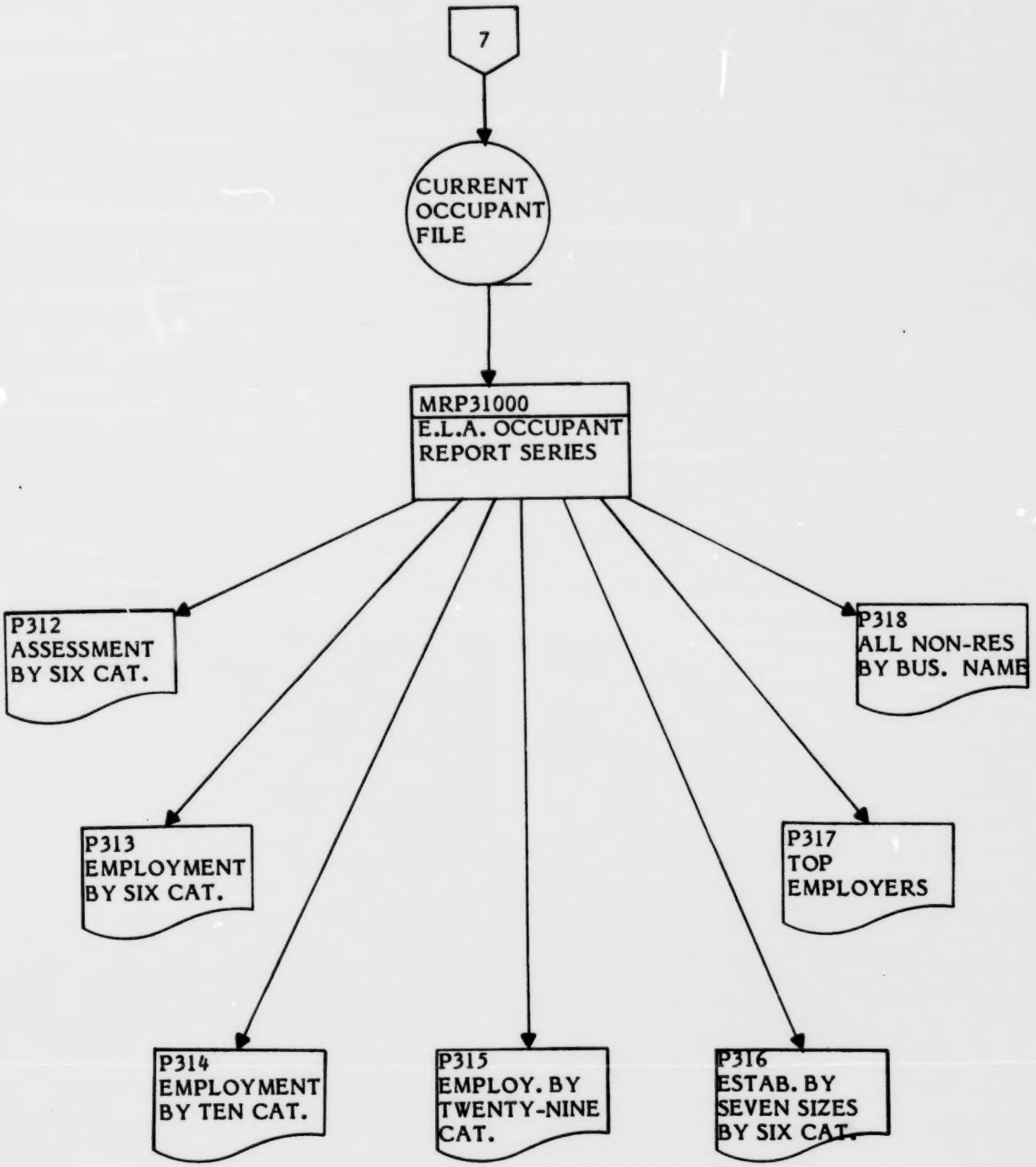

7
CURRENT OCCUPANT FILE
MRP31000
E.L.A. OCCUPANT REPORT SERIES
P312 ASSESSMENT BY SIX CAT.
P313 EMPLOYMENT BY SIX CAT.
P314 EMPLOYMENT BY TEN CAT.
P315 EMPLOY. BY TWENTY-NINE CAT.
P316 ESTAB. BY SEVEN SIZES BY SIX CAT.
P317 TOP EMPLOYERS
P318 ALL NON-RES BY BUS. NAME

FIGURE 2.9

PARCEL FILE REPORT GENERATION

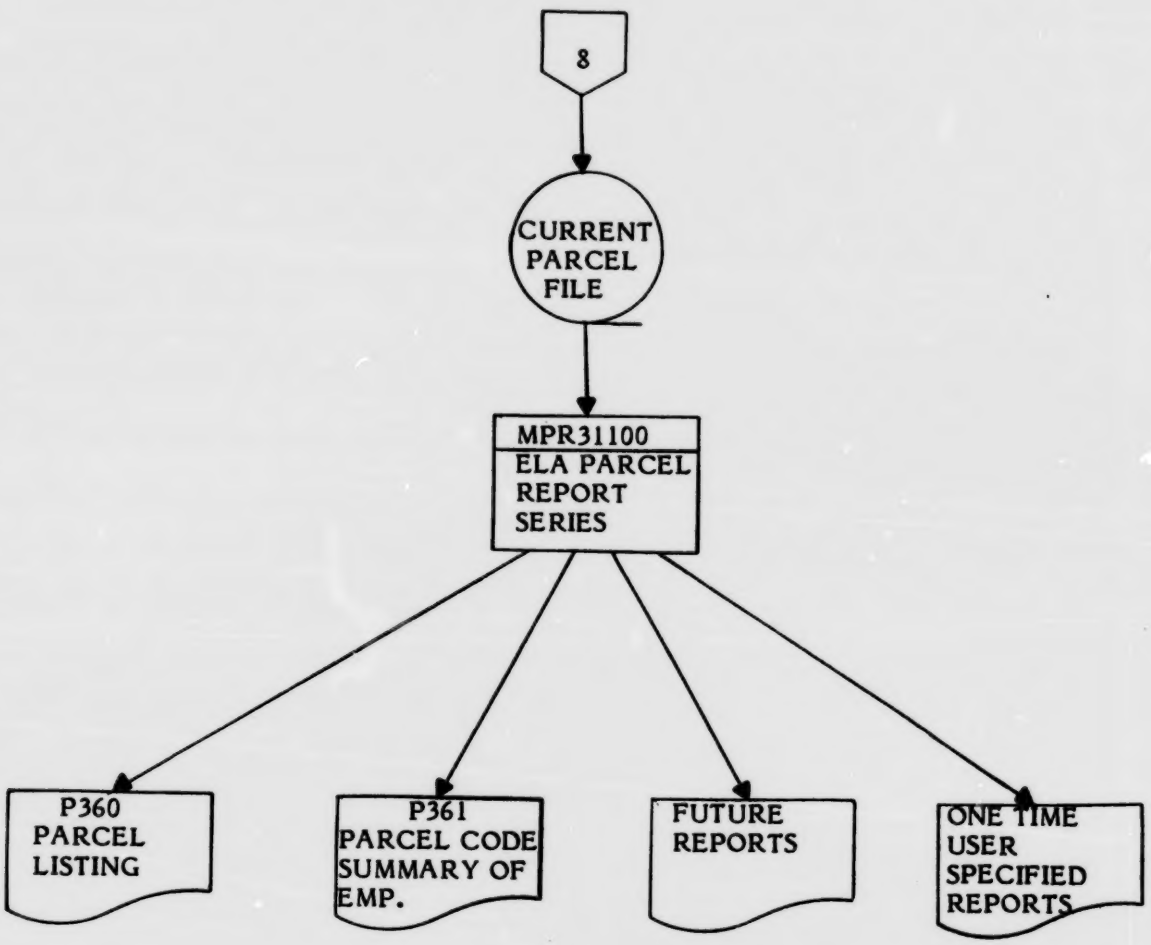


FIGURE 2.10

PARCEL & OCCUPANT REPORT & GENERATION

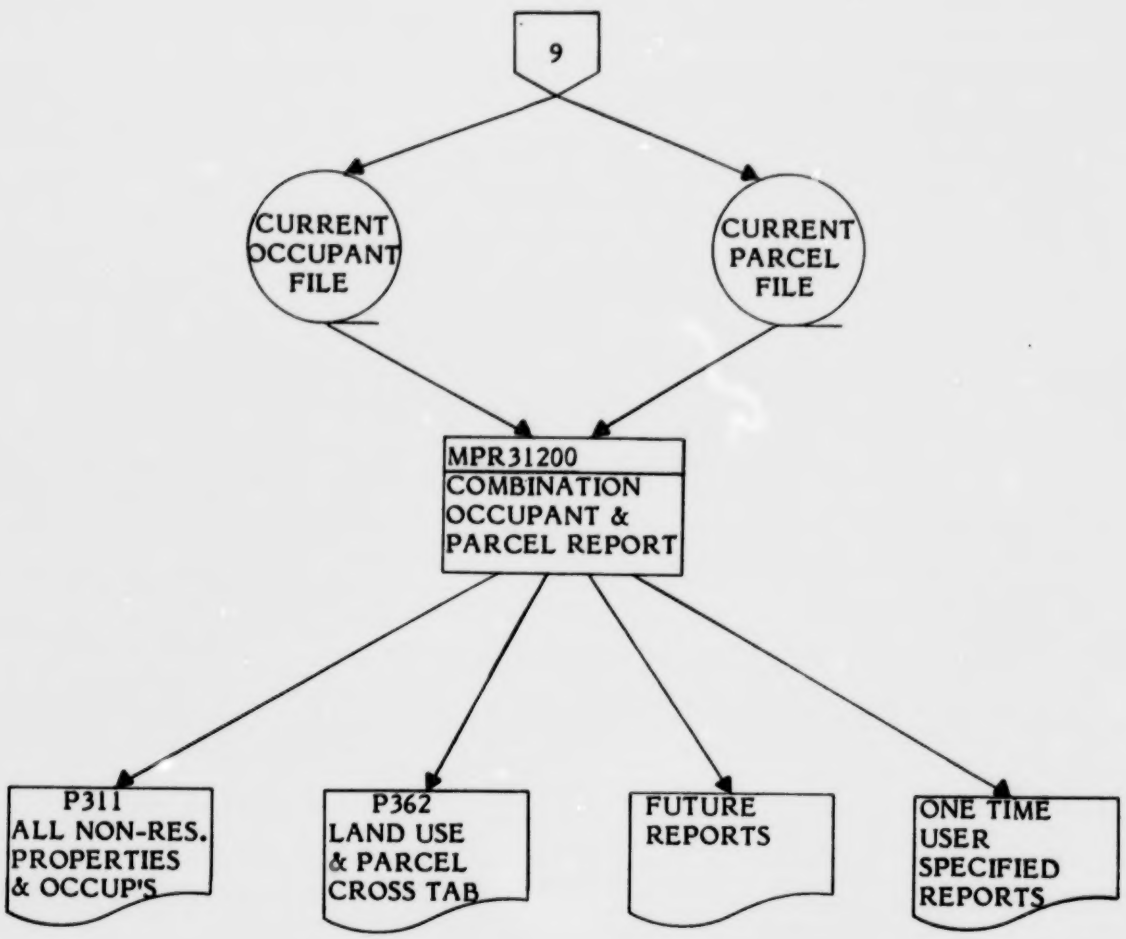


FIGURE 2.11

DEPARTURE FILE REPORTS

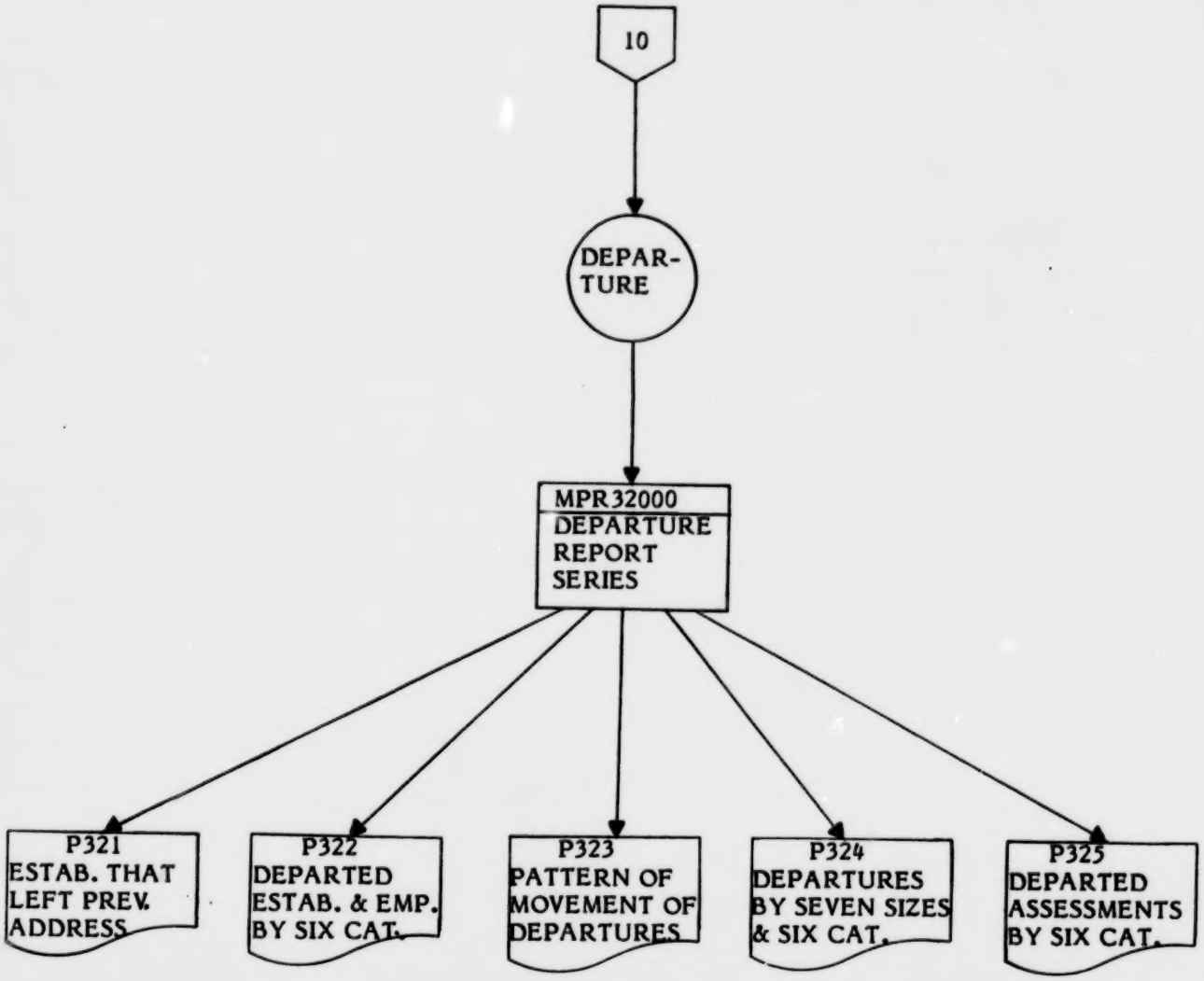


FIGURE 2.12

ARRIVALS FILE REPORTS

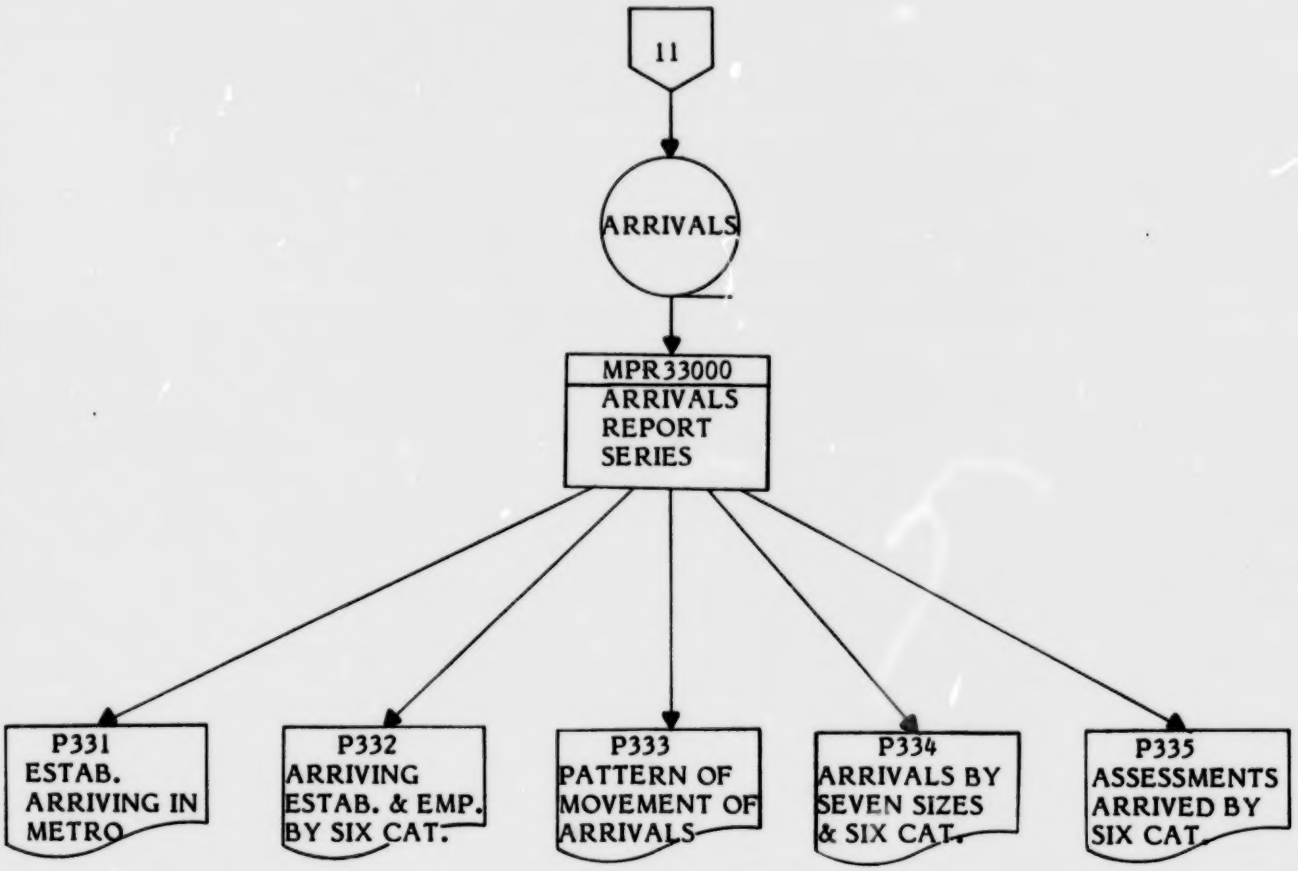
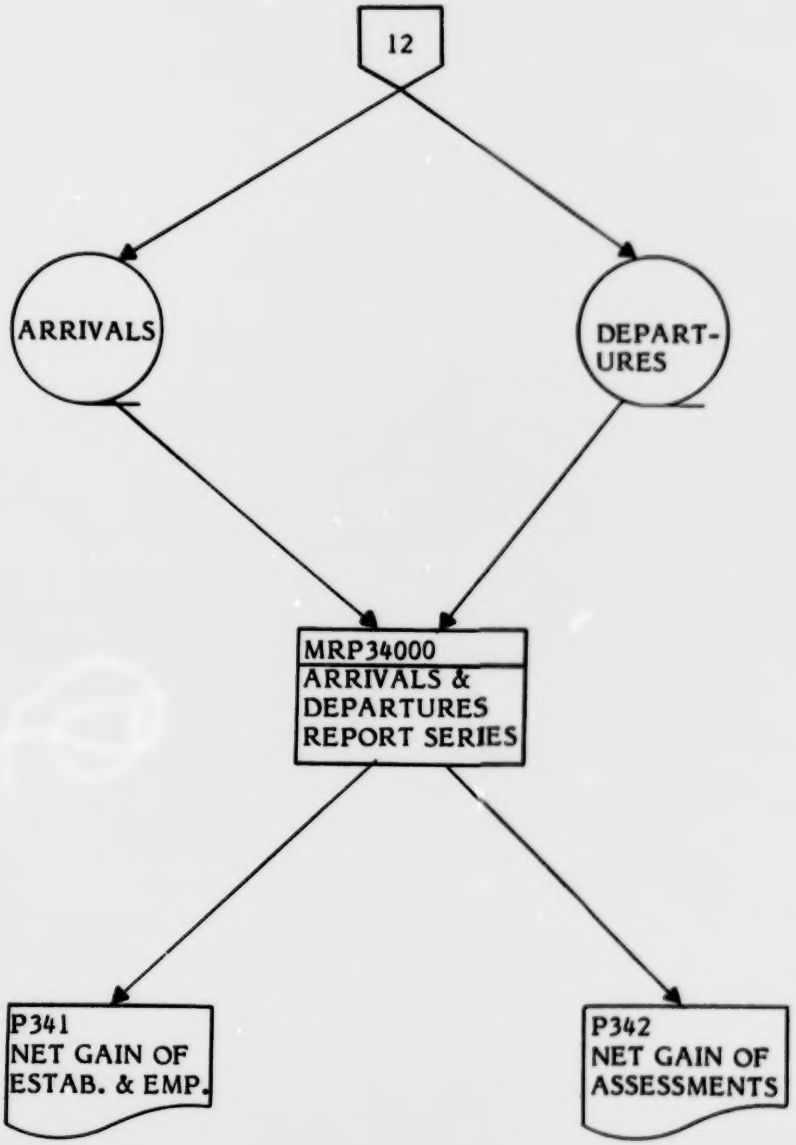


FIGURE 2.13 **NET GAINS REPORTS**



PROGRAM DOCUMENTATION AND EXTRACT SYSTEM

1.1 The Current Year R.P.F. Extract Tape

Using the "GENERAL READ" program extract the following data elements from R.P.F. for all occupant records whose unit class code is non "R.U." or "FRU" together with selected parcel and structure record data as follows:

MUNC, MPD., BPU., BLK., MAP., DIV., SDIV., ROLSB., TZONE., PROP., STR., UPST., STRQ., SNAME., FRONT, SITEA, UM, DEPTH, ZONEG, from the property record,

TFLOOR from the structure record and

OCNAME, ID., UNIT-NO., UNITCC., RTAXC., BUSTC., ACHANGE., RCHANGE., BCHANGE., BDATE., RASP., BASP., BPER., COMMENT., OCU., from each occupant record.

NOTE: "RASP" and "BASP" are either "RASPNS" or "RAS", or "BAPNS" or "BAS" respectively in any one assessable unit in the R.P.F.

This information is placed in two separate extracts, one for "OCCUPANT" and the other a "PARCEL" extract.

1.2 Sorted Current Year R.P.F. Occupant Extract Tape

Within each property of the current year R.P.F. Extract Tape, sort the assessable unit file alphabetically by Occupant Name (OCNAME) and merge into the like occupant name records the values of the "RASP" AND "BASP" for the assessable unit record with the largest "RASP" or "BASP" value respectively, with a sorted R.P.F. Occupant Extract emerging. The R.P.F. Parcel Extracts are simply sorted in P.G.U. order.

1.4 Intermediate E.L.A. File and Field Survey Print Listing

The previous year's E.L.A. property file is compared to current R.P.F. parcel file to produce updated property file (using Table 2.1 Record Status Code Property Record).

The current year sorted R.P.F. Occupant extract file and previous year E.L.A. Occupant File are merged using the following Table 2.2 Record Status Code (Occupant Record) definitions to determine whether the current year R.P.F. extract or previous year E.L.A. data or both should form the intermediate E.L.A. file. The intermediate E.L.A. files are used to generate the Field Survey Print Listing P3.00.

TABLE 2.1

RECORD STATUS CODE (EMPLOYMENT SURVEY EXTRACT FILE)

PROPERTY RECORD

Parcel File - for all parcels/properties that contain an occupancy record that has a non RU or FRU unit class occupancy code.

TYPE		DESCRIPTION
8	-	Parcel line which can be deleted or updated and contains the parcel code; building name and work at home/under construction code.
9	-	Parcel line can be updated with the following: site area; floor area; year built; frontage; depth and unit of measurement.

TABLE 2.2

RECORD STATUS CODE (EMPLOYMENT SURVEY EXTRACT FILE)

OCCUPANT RECORD

TYPE	DESCRIPTION
0	Current Year RPF Extract data that has a new roll number not on previous year E.L.A.
1	Current year RPF Extract when occupant name not matched with previous year E.L.A. regardless of the year of survey.
2	Previous year E.L.A. data when occupant name not matched with current year RPF regardless of the survey year. The employment related data is transferred to the matching assessable unit with record status code 1 in the intermediate E.L.A. file.
3	Current year RPF data, matched with previous year E.L.A., that is older than 1 year. The extract is updated with the previous year E.L.A. employment data.
5	Previous year E.L.A. data that is less than 1 year old and matches the current year RPF.
6	Previous year E.L.A. data that has a roll number not on the current year RPF. This category arises from non-resident conversion to residential and for establishments found in the field survey not on the assessable unit list. List out employment data.
7	Previous year E.L.A. data that has a roll number not on the current year R.P.F. that is older than 1 year. This category is similar to type 6 but it is older than 1 year and the employment data is <u>not</u> listed out.
9	Previous year E.L.A. data that matches the current RPF but is vacant (PRACODE less than 100).

1.5 Survey and Other Input Results Processing

Once the field survey is completed and all initial transactions are keyed and sorted, they are submitted to program MPR235 00 below.

MPR 235 00 SPLIT SURVEY TRANSACTIONS

Purpose: To split the input transaction file into occupant and parcel transaction files.

Inputs: Delete, add and update transactions originating from the employment survey results, and Metropolitan Toronto Planning Department changes and corrections.

Outputs:
1) Occupant transactions file
2) Parcel transactions file
3) Error messages.

Processing:
1) The input record types are:

   Ø = Survey transactions
   1, 2, 3 = Changes and corrections

2) Type Ø transactions reformated into type 1, when the card number is 1 and delete code (DEL) = '7' or type 3 for all other combinations.

3) Transaction type, card number and delete code are edited only.

4) Transactions with type 1 (card #1), type 2 (card #1 or 2) and type 3 (card #1 or 2) are written to the occupant transaction file.

   Transaction with type 1 (card #8) are written to the parcel transactions file.

5) Input, output and reject counts are displayed.

Following the completion of MPR235 00 and the sorting of the Occupant and Parcels separately, the Occupant Transactions are run through MPR240 00 and MPR 250 00 and the Parcel through MPR270 00 and MPR27250.

Occupant Transactions

MPR240 00 E.L.A. OCCUPANT TRANSACTION EDIT

Purpose: To ensure the technical correctness of the transactions input to update the E.L.A. occupant file.

Inputs: Delete, add and update occupant transactions, originated from the employment survey results in MPR 235 00, and/or Metropolitan Toronto Planning Department changes and corrections.

Outputs:
1) Edited transaction file
2) Error messages
3) Warning messages

Processing:
1) The input record types are:

   1 = DELETE
   2 = ADD
   3 = SURVEY UPDATE
   4 = DELETION ADJUSTMENTS (from P3.02)

2) Delete transactions are type 1 records where the delete code (DEL) = 'Y'.

3) All the fields in a record are edited, even if errors have already been detected, according to Table 5.5 (pg 5.6).

4) Input, output and reject counts are displayed.

NOTE: "Required" indicates that the field must have values coded on the input form.

"Optional" indicates that for type 2 and 3 records if the field is not coded on the input, there will be a default value of zeros for numeric fields or blank for non-numeric fields.

MPR250 00 OCCUPANT TRANSACTION VALIDATION

Purpose: To ensure that the transactions being processed against each intermediate E.L.A. occupant record are logically correct.

Inputs:
1) Edited transactions from MPR240 00, sorted by prime geographical unit, transaction type and card number.

2) The existing transaction file, if there is one, containing the edited, validated transactions to date.

Outputs:
1) Transaction file (new or update)
2) Error messages (transaction is rejected)
3) Warning messages (transaction is kept)

Processing:
1) There may be more than one transaction per geographical unit.

2) The input file may contain all 4 transaction types:

1 = delete
2 = add
3 = survey update
4 = deletion update

3) If there is only one transaction for a unit:

Delete: - Write a warning message "DELETE WITH NO ADD"

Add: - warning "ADD WITH NO DELETE"
- write transaction

Updates: - write the transaction

4) If there is more than one transaction for the same unit:

	DELETE	ADD	UPDATE	DEL. UPDT.
DELETE	KEEP 2ND	WRITE BOTH	ERROR	WRITE BOTH
ADD	-	KEEP 2ND	ERROR	ERROR
UPDATE	-	-	KEEP 2ND	ERROR
DEL. UPDT.	-	-	-	KEEP 2ND

- both transactions are rejected for an "ERROR"

- the warning message for duplicate records shows the record which was dropped.

Parcel Transactions

MPR270 00 E.L.A. PARCEL TRANSACTION EDIT

Purpose: To ensure the technical correctness of the transactions input to update the E.L.A. parcel file.

Inputs: Delete and update parcel transactions, originated from the survey results in MPR235 00 and/or Metropolitan Toronto Planning Department changes and corrections.

Outputs:
1) Edited transaction file
2) Error messages
3) Warning messages

Processing:
1) The input record types are:

   1 = DELETE
   3 = SURVEY UPDATE

2) All the fields in a record are edited, even if errors have already been detected;

3) Input, output and reject counts are displayed.

MPR27250 PARCEL TRANSACTION VALIDATION

Purpose: To ensure that the transactions being processed against each intermediate E.L.A. Parcel record are logically correct.

Inputs:
1) Edited transactions form MPR270 00, sorted by prime geographical unit, transaction type and card number.

2) The existing transaction file, if there is one, containing the edited parcel transactions to date.

Outputs:
1) Valid Transaction File
2) Error messages (transactions rejected)
3) Warning messages (transactions kept)

Processing:
1) There may be more than one transaction per parcel.

2) The input file may contain 2 transaction types:

   1 = DELETE
   2 = SURVEY UPDATE

3. If there is only one transaction for a unit:

   Delete - Write warning 'PARCEL DELETED'
   Write transaction

   Updates - Write the transaction

4. If there is more than one transaction for the same parcel:

	DELETE	UPDATE
DELETE	Keep 2nd	ERROR
UPDATE	--	Keep 2nd

- both transactions are rejected for an "ERROR";
- the warning message for duplicate records shows the record which was dropped.

1.6 Update and Create Work Files

Once the first batch of valid transactions are generated, program MPR260 00 is submited to create the Occupant work file and program MPR275 00 to create the Parcel work file.

MPR260 00 UPDATE AND CREATE WORK OCCUPANT FILE

1. Any intermediate Occupant record may have:

   - up to 1 delete
   - up to 1 add
   - any number of changes
   - no transactions at all
     (warning printed unless status = 5)

2. ERRORS:
   1. Delete trans. with no E.L.A Occupant
   2. Change trans. with no E.L.A. Occupant
   3. Add for existing Occupant
   4. Change for deleted record
   5. WARNING - no change for survey record

3. DEPARTURE RECORDS are written for departed establishments, who were previously surveyed, that have corresponding add records with occupancy of less than one year.

*Departed establishments surveyed in the last year <u>without</u> an add are <u>not</u> included.

4. ARRIVALS RECORDS are written for ALL records where the length of occupancy is less than one year.

5. Occupant records are written for all records other than deletes.

CREATE OCCUPANT, ARRIVING AND DEPARTURE WORK FILES - DETAILS

1. Occupant with no transactions

   - update LENOCC (add 1 year)
   - write OCCUPANT-out
   - if REC-STAT#5, print a warning with Master Record

2. Delete or change transaction with no matching OCCUPANT-in

   - write error message
   - reject transaction

3. Add transaction with matching OCCUPANT-in (no delete trans. involved)

   - write error message
   - reject transaction

4. OCCUPANT-in with change transaction(s) only

   - update previous year employment (move current to prev.)

   - update from transaction

     PRACODE
     FTEMPCRT
     PRTEMCRT
     SACODE
     SAEMP
     LENOCC
     BUSNAME
     STR
     STQ
     UNIT-NO

   - when change is complete, write OCCUPANT-out.

5. Delete transaction for valid OCCUPANT-in

   - read the next transaction

     5A if not for the same record, reject the OCCUPANT-in.

     5B if for this OCCUPANT-in it must be an ADD (check anyway and reject if not an add).

- if trans. LENOCC is less than one year and OCCUPANT-in was surveyed within the last year, set up RECORD from OCCUPANT-in and write to DEPARTURES FILE.

- overlay the OCCUPANT-in with the ADD info (move business name to occupant name).

- read the next transaction. If for this record, it must be a change (check anyway and reject with message if not a change). Update the record as for a change. Repeat until no more trans. found.

- if LENOCC is less than one year, set up RECORD and write to ARRIVALS FILE.

- write OCCUPANT-out.

6. Add transaction with no OCCUPANT-in

   - set up the record from the transaction leaving spaces and zeros etc. where appropriate

     - business name = ocname
     - newlpten≠plpreten≠88

   - check next transaction - if for this record it must be a change - update and check trans. until all trans for this record are processed.

   - if LENOCC less than 1 year, set up RECORD and write to ARRIVALS FILE.

   - write OCCUPANT-out.

MPR27500 UPDATE AND CREATE WORK PARCEL FILE

1. Any intermediate PARCEL record may have:

   1. up to 1 delete (1)
   2. any number of changes (3)
   3. no transactions at all

2. ERRORS:
   1. Transaction Type must be 1 or 3
   2. Card Number must be 8 or 9
   3. Transaction Type 1 must have Card Number 8
   4. Duplicate Record (Dropped record shown)
   5. Update or Delete for Non-Existing Master

3. Parcel Records are written for all records.

4. Create the Parcel Work File by updating all data as on Parcel Transaction File.

1.7 Extract and Update Parcel File with Summarized Occupant Data

The following two programs perform the function of updating the PARCEL file with summary employment data.

MPR28000 EXTRACT EMPLOYMENT SUMMARIES

1. Extract for all occupancies the following elements:

   Full Time Employment
   and Part Time Employment

2. Summarize the employment to the property level.

MPR28500 UPDATE PARCELS WITH OCCUPANT EXTRACT

1. Place data in appropriate fields of the PARCEL file.

2. Error listing is also produced to identify if PARCELS exist with no employment information or if OCCUPANT records exist without a matching PARCEL Record. Also, all new parcels are listed for verification.

3. Errors are then corrected and re submitted through the MPR240 00 and other programs as illustrated.

1.8 Adding of All Polygon Information to the E.L.A. Parcel File

Using the current year conversion file the polygons on the E.L.A. Parcel Record are updated.

MPR290 00 UPDATE PARCEL FILE WITH POLYGONS

1. The following polygons are updated by matching the Prime P.G.U's in the two files:

   (a) Assessment Geographical Unit
   Map
   Map Division
   Map Subdivision

   (b) Traffic Zone

   (c) Block Face Identifier

   (d) Retail Polygon

   (e) Special Project Area Code

   (f) Industrial Zones

   (g) Special Transportation Areas

SECTION 3

SYSTEMS OPERATION

SECTION 3 SYSTEMS OPERATION

The following listing of a set of narrative descriptions and forms permit the Metropolitan Toronto Planning Department to instruct Data Control of Management Services to run any portion of the E.L.A. "Extract", "Update" or "Report" Systems.

E.L.A. JOB DEPENDENCY

THE EXTRACT SYSTEM

- MPR 400 P1-6 Create R.P.F. Parcel and Occupant Extracts
- MPR 403 P1-6 Create Intermediate Parcel and Survey Extract
- MPR 405 P1-6 Create Intermediate Occupant and Survey Forms
- MPR 407 P0 Split Survey Transactions Into Occupant and Parcel

THE UPDATE SYSTEM

- MPR 410 P0 Create Valid E.L.A. Transactions
- MPR 415 P0 Update E.L.A. and Create Work Occupant
- MPR 416 P0 Create Occupant Year Files and Backups
- MPR 460 P0 Create Valid Parcel Transactions
- MPR 470 P0 Update Parcel File with Survey Transactions
- MPR 495 P0 Create Parcel Year Files and Backup

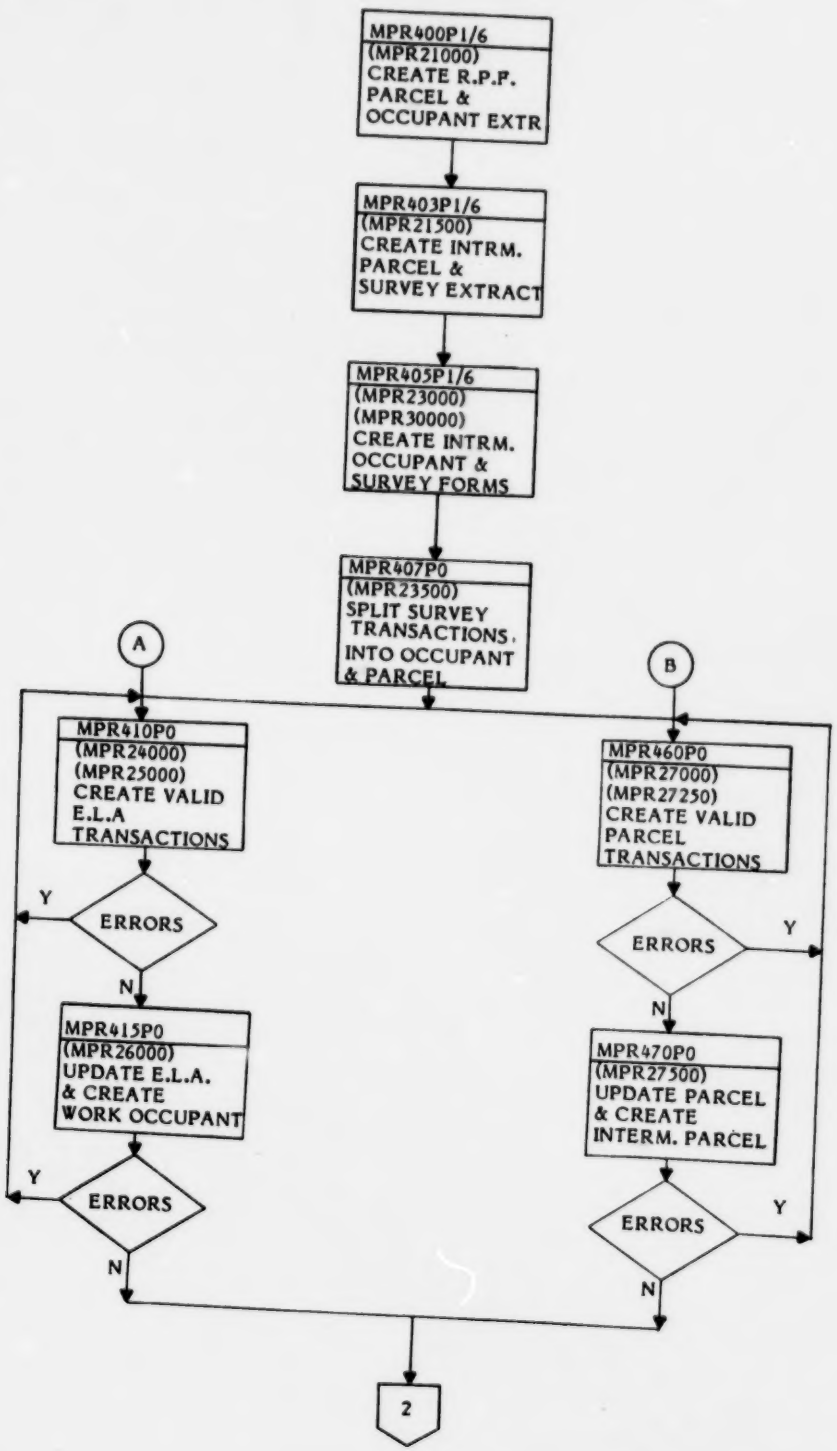
THE REPORT SYSTEM FOR UPDATING

- MPR 420 P1 P301 E.L.A. Listings by Selected Grouping From Work Files
- MPR 425 P1 Departing Establishments by Occupant Name From Work Files (P302)
- MPR 430 P1 Arriving Establishments by Occupant Name From Work Files (P303)
- MPR 435 P1 E.L.A. Work Reports by Polygon Set (P312-P315)
- MPR 436 P1 E.L.A. Reports - P311, P317 and P318 Only From Work Files
- MPR 475 P1 Print Parcel Work File
- MPR 890 U1 Compare Difference of 25% Employment
  Compare Difference of 150 or More Employment
- MPR 890 U2 Incorrectly Coded Activity Codes
  Secondary Employment Greater Than Primary Employment
- MPR 890 U3 Incorrect Part Time Employment Total
- MPR 480 P0 Update Parcel with Occupant Extract
- MPR 490 P0 Update Parcel with Polygons Extract

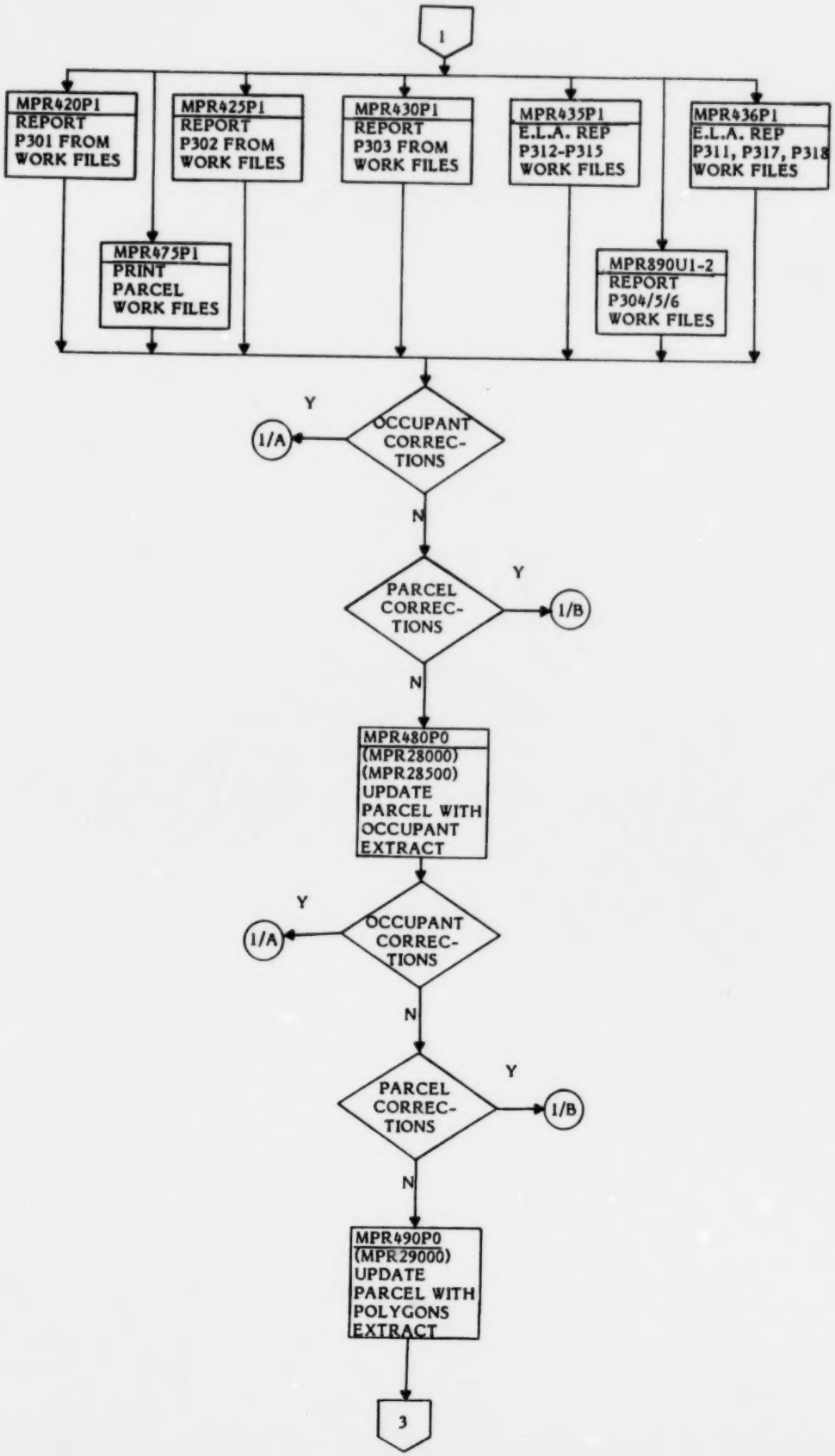
THE REPORT SYSTEM

. MPR 420 P0	E.L.A. Listings by Selected Groupings From Year Files (P301)
. MPR 425 P0	Departing Establishments by Occupant Name From Year Files (P302)
. MPR 430 P0	Arriving Establishments by Occupant Name From Year Files (P303)
. MPR 435 P0	E.L.A. Year Reports by Polygon Set (P312-P315)
. MPR 436 P0	E.L.A. Reports - P311, P317 and P318 Only From Year Files
. MPR 437 P0	E.L.A. Report - P316
. MPR 440 P0	Departing Establishment Reports (P321-P325)
. MPR 445 P0	Arriving Establishment Reports (P331-P335)
. MPR 450 P0	Arriving and Departing Establishment Reports (P341-P342)
. MPR 454 P0	Length of Occupancy (Report P350)
. MPR 455 P0	Reports P351-P354
. MPR 475 P0	Print Parcel Year File (P360)
. MPR 476 P0	Report P361
. MPR 477 P0	Report P362

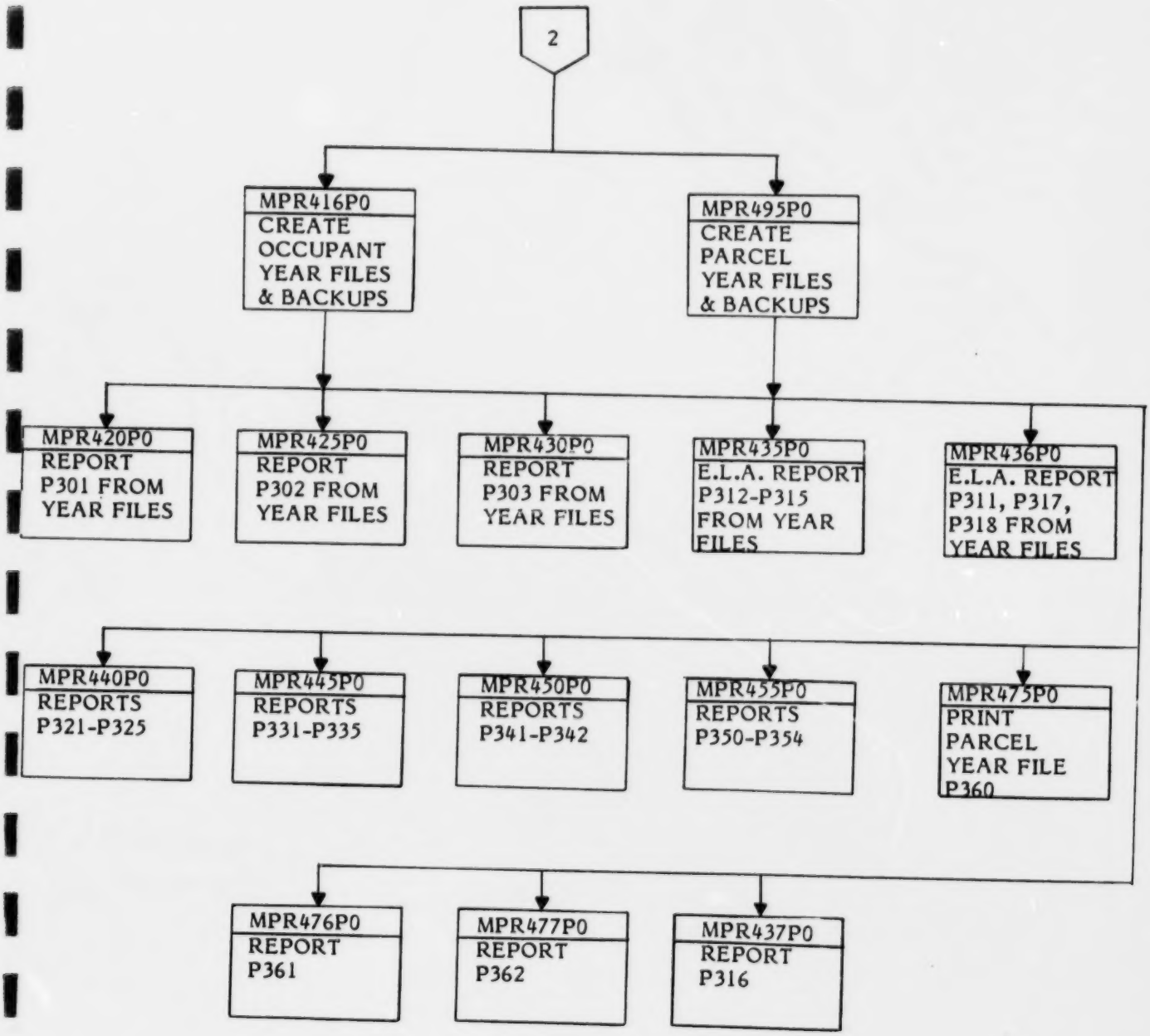
E.L.A. JOB DEPENDENCY



E.L.A. JOB DEPENDENCY



E.L.A. JOB DEPENDENCY



NOTE: (MPR21000) - represents the actual program number

MPR400P1-6 CREATE R.P.F. PARCEL AND OCCUPANT EXTRACTS

Purpose: This job extracts data from the current R.P.F. (all municipalities to be used in the E.L.A. update).

To Complete the Request:

1. R.P.F. File Year:

   The last two digits of the year of the R.P.F. data.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.7 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR400P1 - 6	PLANNING - E.L.A.

CREATE R.P.F. PARCEL AND OCCUPANT EXTRACTS

1. R.P.F. FILE YEAR: [ ][ ]

PLEASE RUN THE FOLLOWING JOBS:

MPR400P1 - SCARBORO

MPR400P2 - TORONTO

MPR400P3 - EASTYORK

MPR400P4 - NORYORK

MPR400P5 - YORK

MPR400P6 - ETOBICO

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR403P1-6 CREATE INTERMEDIATE PARCEL AND SURVEY EXTRACT

Purpose: The Previous year's Parcel files must be updated with current year R.P.F. information before creating current year survey (MPR405P0). This job should be requested after MPR400P1 - 6 are completed.

To Complete the Request:

1. Parcel File Year:

   The last two digits of the year of the Parcel file.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR403P1 - 6	PLANNING - E.L.A.

CREATE INTERMEDIATE PARCEL AND SURVEY EXTRACT

1. PARCEL FILE YEAR: [ ][ ]

PLEASE RUN THE FOLLOWING JOBS:

MPR403P1 - SCARBORO

MPR403P2 - TORONTO

MPR403P3 - EASTYORK

MPR403P4 - NORYORK

MPR403P5 - YORK

MPR403P6 - ETOBICO

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR405P1-6 CREATE INTERMEDIATE OCCUPANT AND SURVEY FORMS

Purpose: This job updates the previous year's E.L.A. with the current R.P.F., and prints the Employment Survey for all Metropolitan Toronto.

Run the job after the control totals from MPR400P0 have been checked and verified.

To Complete the Request:

1. Survey Report Only: - 'YES' is only filled in if an extra copy of the survey print is required, otherwise check 'NO'.
2. Run Year: - indicates the year in which the survey is taking place.
3. E.L.A. File Year: - indicates the year which the E.L.A. information is being extracted to create the new intermediate (usually Run Year minus one).

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.11 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR405P1 - 6	PLANNING - E.L.A.

CREATE INTERMEDIATE OCCUPANT & SURVEY FORMS

PLEASE RUN THE FOLLOWING JOBS:

MPR405P1 - SCARBORO

MPR405P2 - TORONTO

MPR405P3 - EASTYORK

MPR405P4 - NORYORK

MPR405P5 - YORK

MPR405P6 - ETOBICO

1. SURVEY REPORT ONLY: YES ☐ NO ☐

2. RUN YEAR (FOR REPORTS): ☐☐

3. E.L.A. FILE YEAR: ☐☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR407P0 SPLIT SURVEY TRANSACTIONS INTO OCCUPANT AND PARCEL
(1st run for this municipality this year)

Purpose: This job is run when any transactions are submitted to update the E.L.A. (survey, corrections etc.). The edited transactions go into MPR410P0, if any corrections are to be done to E.L.A. OCCUPANT records, and into MPR470P0, if any corrections are to be done to PARCEL records.

To Complete the Request:

1. Transactions Attached:
   Normally the Request form will be submitted with the transactions. If this is not the case, specify what transactions are to be used in the run, and where they are (Dataset Name).

2. Municipality:
   Select one municipality per run.

3. Print Transaction Register:
   This will normally be 'YES', if the printing of the valid transaction register is required.

4. Edit Company Names:
   This will normally be 'YES', if the validation of the Business name against G.R.S. Company name file must be performed.

5. Edit Building Names:
   This will normally be 'YES', if the validation of the Building name against G.R.S. Building name file must be performed.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.13 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR407P0	PLANNING - E.L.A.

SPLIT SURVEY TRANSACTIONS INTO OCCUPANT AND PARCEL

(IST RUN FOR THIS MUNICIPALITY THIS YEAR)

1. Transaction Attached: ☐ YES

☐ NO- SPECIFY: _____

2. Municipality: (Check One Only)

SCARBORO ☐ TORONTO ☐ EASTYORK ☐

NORYORK ☐ YORK ☐ ETOBICO ☐

3. Print Transaction Register (All Transactions to Date): YES ☐ NO ☐

4. Edit Company Names: YES ☐ NO ☐

5. Edit Building Names: YES ☐ NO ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR410P0 CREATE VALID E.L.A. TRANSACTIONS

Purpose: This job is run when any correction transactions are submitted to update the E.L.A. The edited transactions go into MPR410P0 until all corrections are processed and then into MPR415P0.

To Complete the Request:

1. Transactions Attached:
   Normally the Request form will be submitted with the transactions. If this is not the case, specify what transactions are to be used in the run, and where they are (Dataset Name).

2. Municipality:
   Select one municipality per run.

3. Print Transaction Register:
   This will normally be 'YES', if the printing of the valid transaction register is required.

4. Edit Company Name:
   This will normally be 'YES', if the validation of the Business name against G.R.S. company name file must be performed.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR410P0	PLANNING - E.L.A.

CREATE VALID E.L.A. TRANSACTIONS

1. Transactions Attached: ☐ YES

   ☐ NO-SPECIFY: _____

2. Municipality: (Check One Only)

   SCARBORO ☐ TORONTO ☐ EASTYORK ☐

   NORYORK ☐ YORK ☐ ETOBICO ☐

3. Print Transaction Register (All Transactions to Date):

   YES ☐ NO ☐

4. Edit Company Name: YES ☐ NO ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR415PO UPDATE E.L.A. AND CREATE WORK OCCUPANT

Purpose: The job is run for each municipality when the transactions have been edited in MPR410PO, and all errors corrected.

To Complete the Request:

1. Municipality:
   Select one municipality per request form.

2. Update Run Year:
   This is the date of the E.L.A. file, which is usually but not always the current year.

Submit to: Data Control
28th Floor
401 Bay Street

epartment of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR415P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

UPDATE E.L.A. AND CREATE WORK OCCUPANT

1. Municipality: (Check one only)

- ☐ SCARBORO
- ☐ TORONTO
- ☐ EASTYORK
- ☐ NORYORK
- ☐ YORK
- ☐ ETOBICO

2. Update Run Year: [1][9][ ][ ]

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR416PO CREATE OCCUPANT YEAR FILES AND BACKUPS

Purpose: When all the municipalities have been updated and corrected, and Planning Research is satisfied that the file is correct, this job is run to copy all of Metropolitan Toronto onto one tape for report runs, and a backup for vaulting.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.19 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR416P0	PLANNING - E.L.A.

CREATE OCCUPANT YEAR FILES AND BACKUPS

Please run the job.

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR460P0 CREATE VALID PARCEL TRANSACTIONS

Purpose: This job is run when any correction transactions are submitted to update the E.L.A. Parcels. The edited transactions go into MPR460P0 until all corrections are processed and then into MPR480P0.

To Complete the Request:

1. Transactions Attached:
   Normally the Request form will be submitted with the transactions. If this is not the case, specify what transactions are to be used in the run, and where they are (Dataset Name).

2. Municipality:
   Select one municipality per run.

3. Print Transaction Register:
   This will normally be 'YES', if the printing of the valid transaction register is required.

4. Edit Building Name:
   This will normally be 'YES', if the validation of the Building name against G.R.S. Building name file must be performed.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

- 3.21 -

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR460P0	PLANNING - E.L.A.

CREATE VALID PARCEL TRANSACTIONS

1. Transactions Attached: ☐ YES

   ☐ NO-SPECIFY: _____

2. Municipality: (Check One Only)

   SCARBORO ☐ TORONTO ☐ EASTYORK ☐

   NORYORK ☐ YORK ☐ ETOBICO ☐

3. Print Transaction Register (All Transactions to Date)?

   YES ☐ NO ☐

4. Edit Building Name: YES ☐ NO ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR470P0 UPDATE PARCEL FILE WITH SURVEY TRANSACTIONS

Purpose: The job is run for each municipality, when the transactions have been edited in MPR460P0, and all errors corrected.

To Complete the Request:

1. Municipality: Select one municipality per request form.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.23 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR470P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

UPDATE PARCEL FILE WITH SURVEY TRANSACTIONS

1. Municipality: (Check one only)

- ☐ 01 - SCARBORO
- ☐ 04 - TORONTO
- ☐ 06 - EASTYORK
- ☐ 08 - NORYORK
- ☐ 14 - YORK
- ☐ 19 - ETOBICO

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN			
	Control Section	TIME	DATE
	Data Conversion	TIME	DATE

DATA SET NAME	PROJECT CODE
KEYPUNCHED	VERIFIED

OUT			
	Control Section	TIME	DATE
	Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR495P0 CREATE PARCEL YEAR FILES AND BACKUP

Purpose: When all the municipal parcel files have been updated and corrected, and Planning Research is satisfied that the files are correct, this job is run to copy all of Metro onto one tape for the year report runs, and to produce a backup tape for vaulting.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.25 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR495P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

CREATE PARCEL YEAR FILES AND BACKUPS

1. Parcel Year: _____ (IF NOT CURRENT Year, data control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR420P1 — P301 E.L.A. LISTINGS BY SELECTED GROUPINGS FROM WORK FILES

Purpose: This form is used to request P301 any time after the work E.L.A. file for the municipality has been created (MPR415P0) and before the year file and backup has been done (MPR416P0).

P301 is used to check the accuracy of the survey.

To Complete the Request:

1. Municipality - Select one municipality per request form.
2. # of Copies - Indicate the number of copies of the entire report that you require. This cannot be specified for the individual listings.
3. Listings Required - Check 'Y' or 'N' for each of the titles available. Any or all the listings may be requested.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.27 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR420P1	PLANNING - E.L.A.

P301 E.L.A. LISTINGS BY SELECTED GROUPINGS FROM WORK FILES

1. Municipality: (Check One Only)

   - ☐ SCARBORO
   - ☐ TORONTO
   - ☐ EASTYORK
   - ☐ NORYORK
   - ☐ YORK
   - ☐ ETOBICO

2. Number of Copies: _____

3. Listings Required:

Y	N	Title
☐	☐	1. Occupancies with 100+ full time employees
☐	☐	2. Occupancies with a secondary activity
☐	☐	3. Government Offices
☐	☐	4. Hospitals
☐	☐	5. Protective Services
☐	☐	6. Schools (7 classifications)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR425P1 DEPARTING ESTABLISHMENTS BY OCCUPANT NAME FROM WORK FILES

Purpose: This form is submitted to request P302, which is run after the E.L.A. Work files (MPR415P0) have been completed for all of Metropolitan Toronto.

P302 is used to check the changes in location and produce E.L.A. occupant update transactions type 4 file, that is going into MPR410P0.

To Complete the Request:

1. Number of Copies: Indicate the number of copies required (usually 1).

2. Municipalities: Normally, the job will be run for all municipalities, although specific ones may be requested.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.29 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR425P1	PLANNING - E.L.A.

DEPARTING ESTABLISHMENTS BY OCCUPANT NAME FROM WORK FILES

1. Number of Copies of P302 ☐

2. Municipalities: All ☐ or Specify _____
(Data Control Contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR430P1 ARRIVING ESTABLISHMENTS BY OCCUPANT NAME FROM WORK FILES

Purpose: This is the request form for P303, which should be run after the E.L.A. Work files create (MPR415P0) have been completed for all of Metropolitan Toronto.

To Complete the Request:

1. Number of Copies: Indicate the number of copies required (usually 1).

2. Municipalities: The job will normally be run for all municipalities, although specific ones could be requested.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.31 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR430P1	PLANNING - E.L.A.

ARRIVING ESTABLISHMENTS BY OCCUPANT NAME FROM WORK FILES

1. Number of Copies of P303 ☐

2. Municipalities: All ☐ Or Specify: _____
(Data Control Contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR435P1 E.L.A. WORK REPORTS - BY POLYGON SET

Purpose: This form is used to request any of the reports P312, P313, P314 or P315 from the E.L.A. Work and Conversion year files. If P311, P317 or P318 are required, use MPR436P1.

To Complete the Request:

1. Municipalities - each run can be done for all of Metropolitan Toronto or for selected municipalities.

2. Conv. Year - this run is done using previous year's conversion file.

3. Report P312 thru P315 Copies
   - indicate the number of copies required for each report requested.

4. Data Cards
   - Report number (312 thru 315)
   - Polygon set (01 thru 08)
   - High (01 thru 05)
   - - This is the highest reporting level for the polygon set.
   - Low (01 thru 05)
   - This is the lowest reporting level required for the polygon set.
   - Option (1 thru 3)
   - The employment option required for reports P313 thru P315
   - value 1 = full time
     2 = part time
     3 = total

NOTE:
- up to 20 requests can be input to each run, and there can be more than one request per report number.
- if different high and low reporting levels are requested for the same report, polygon set and option, the report printed will range from the lowest low level to the highest high level.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.33 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR435P1	PLANNING - E.L.A.

E.L.A. REPORTS BY POLYGON SET

1. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

3. CONV. Year _____ (Note: Conversion Year should always be E.L.A. year minus '1'.)

4. NUMBER OF COPIES:

Report P312 ☐ Report P313 ☐

Report P314 ☐ Report P315 ☐

5. DATA CARDS:

	Report #	Polygon Set	High	Low	Option
COLUMNS:	1 2 3	4 5	6 7	8 9	10

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR436P1 — E.L.A. REPORTS - P311, P317 and P318 ONLY FROM WORK FILES

Purpose: This form is used to request any or all of the reports P311, P317 or P318 from the E.L.A. and Parcel work files. If P312 thru P315 are required from work files, use MPR435P1.

To Complete the Request:

1. Reports P311, P317 and P318:
   - Indicate whether or not the reports are required.
   - If required, show the number of copies necessary.

2. Municipalities:- each run can be done for all Metropolitan Toronto or for selected municipalities.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.35 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR436P1	PLANNING - E.L.A.

E.L.A. REPORTS - P311, P317, AND P318 ONLY FROM WORK FILES

1. Report P311 Required? Y ☐ N ☐ # of copies ☐

2. Report P317 Required? Y ☐ N ☐ # of copies ☐

3. Report P318 Required? Y ☐ N ☐ # of copies ☐

4. Municipalities All ☐ or Specify _____
(Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR475P1 PRINT PARCEL WORK FILE

Purpose: This form is used to request printout of the current work parcel file to check the accuracy of the parcel survey update and corrections.

To Complete the Request:

1. Municipality - Select one municipality per request.
2. # of Copies - Indicate the number of copies you require.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.37 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR475P1	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

PRINT PARCEL WORK FILE

1. Municipality: (Check one only)

- ☐ SCARBORO
- ☐ TORONTO
- ☐ EASTYORK
- ☐ NORYORK
- ☐ YORK
- ☐ ETOBICO

2. Number of Copies ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR890U1 COMPARE DIFFERENCE OF 25% EMPLOYMENT
COMPARE DIFFERENCE OF 150 OR MORE EMPLOYMENT

Purpose: A listing of all establishments which showed a difference of 25% or more employment from one year to the next in the same municipality sorted alphabetically by occupant name.

A listing of all establishments which showed a difference of 150 or more employment from one year to the next in the same municipality sorted alphabetically by occupant name.

To Complete the Request:

1. Number of copies (usually 1 of each).

2. Municipalities: This job is run for all municipalities, although specific ones may be requested.

3. E.L.A. Year: This is a comparison between two years, usually current and previous year. Fill in current year.

Submit To: Research Division
Planning Department
11th Floor - East Tower
City Hall

Department of Management Information Systems

- 3.39 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR890U1	Planning - E.L.A.

COMPARE DIFFERENCE OF 25% EMPLOYMENT
COMPARE DIFFERENCE OF 150 OR MORE EMPLOYMENT

1. Number of Copies: ☐

2. Municipalities: All ☐ or Specify: _____

3. E.L.A. Year _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR890U2 INCORRECTLY CODED ACTIVITY CODES SECONDARY EMPLOYMENT GREATER THAN PRIMARY EMPLOYMENT

Purpose: A listing of mistakes which show:

1. those establishments which are coded as 111-128; establishments in which the secondary employment is greater than the total full time and part time employment;
2. those establishments which should have 0 total employment but do not;
3. those establishments which should have greater than 0 employment but do not; (see page 5.11 for relevant codes for 2 and 3).

To Complete The Request:

1. Number of copies (usually 1 of each).
2. Municipalities: This job is run for all municipalities, although specific ones may be requested.
3. E.L.A. Year: This is a comparison between two years, usually current and previous year.

Submit To:

Research Division
Planning Department
11th Floor - East Tower
City Hall

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR890U2	Planning - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

INCORRECTLY CODED ACTIVITY CODES
SECONDARY EMPLOYMENT GREATER THAN PRIMARY EMPLOYMENT

1. Number of Copies: ☐

2. Municipalities: All ☐ or Specify: _____

3. E.L.A. Year _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR890U3 INCORRECT PART TIME EMPLOYMENT TOTAL

Purpose: A listing of part time employment of 15 or more employment.

To Complete the Request:

1. Number of copies (usually 1 of each).
2. Municipalities: This job is run for all municipalities, although specific ones may be requested.
3. E.L.A. Year: Current.

Submit To:

Research Division
Planning Department
11th Floor - East Tower
City Hall

Department of Management Information Systems

- 3.43 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR890U3	Planning - E.L.A.

INCORRECT PART TIME EMPLOYMENT TOTAL

1. Number of Copies: ☐

2. Municipalities: All ☐ or Specify: _____

3. E.L.A. Year _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR480P0 UPDATE PARCEL WITH OCCUPANT EXTRACTS

Purpose: This job is run for each municipality when the parcel transactions have been edited in MPR460P0 (after MPR470P0 have been run for this municipality) and all errors corrected, as well as the job MPR415P0 have been run for this municipality and there are no further corrections to Occupant file.

To Complete the Request:

1. Municipality: Select one municipality per run.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.45 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR480P0	Planning - E.L.A.

UPDATE PARCEL WITH OCCUPANT EXTRACTS

1. Municipality: (Check one only)

- ☐ 01 - SCARBORO
- ☐ 04 - TORONTO
- ☐ 06 - EASTYORK
- ☐ 08 - NORYORK
- ☐ 14 - YORK
- ☐ 19 - ETOBICO

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR490P0 UPDATE PARCEL WITH POLYGON DATA

Purpose: This job is run for each municipality to update polygons data after MPR480P0 have been run for this municipality, and the Planning Research is satisfied that the employment data on the Parcel file is correct.

To Complete the Request:

1. Municipality: Select one municipality per run.
2. CONV. Year: This run is done using the latest year conversion file.

Submit to: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.47 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR490P0	Planning - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

UPDATE PARCEL WITH POLYGON DATA

1. Municipality: (Check one only)

- ☐ 01 - SCARBORO
- ☐ 04 - TORONTO
- ☐ 06 - EASTYORK
- ☐ 08 - NORYORK
- ☐ 14 - YORK
- ☐ 19 - ETOBICO

2. CONV. Year _____ (Note: Conversion Year should always be E.L.A. Year Minus '1').

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR420P0 E.L.A. LISTINGS BY SELECTED GROUPINGS FROM YEAR FILES

Purpose: This form is used to request P301 after the E.L.A. year file for the municipality has been created (MPR416P0).

To Complete the Request:

1. Municipality: - Select one municipality per request form.
2. # of Copies: - Indicate the number of copies of the entire report that you require. This cannot be specified for the individual listings.
3. Listings Required: - Check 'Y' or 'N' for each of the titles available. Any or all the listings may be requested.
4. File Year: - The listings may be obtained for the files from 1981 to current version.

Submit To:

Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.49 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR420P0	PLANNING - E.L.A.

E.L.A. LISTINGS BY SELECTED GROUPINGS FROM YEAR FILES

1. Municipality: (Check One Only)

- ☐ SCARBORO - 01
- ☐ TORONTO - 04
- ☐ EASTYORK - 06
- ☐ NORYORK - 08
- ☐ YORK - 14
- ☐ ETOBICO - 19

2. Number of Copies: _____

3. Listings Required:

Y	N	Title
☐	☐	1. Occupancies with 100+ full time employees
☐	☐	2. Occupancies with a secondary activity
☐	☐	3. Government Offices
☐	☐	4. Hospitals
☐	☐	5. Protective Services
☐	☐	6. Schools (7 classifications)

4. File Year: _____ (If not current year, data control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR425P0 DEPARTING ESTABLISHMENTS BY OCCUPANT NAME FROM YEAR FILES

Purpose: This form is submitted to request P302, which is run after the year file copies and backups (MPR416P0) have been completed for all of Metropolitan Toronto.

To Complete the Request:

1. Number of Copies: Indicate the number of copies required (usually 1).

2. Municipalities: Normally, the job will be run for all municipalities, although specific ones may be requested.

3. E.L.A. Year: This is the year of the E.L.A. file which the departures came from (normally the current year).

Submit To:

Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.51 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR425P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

DEPARTING ESTABLISHMENTS BY OCCUPANT NAME FROM YEAR FILES

1. Number of Copies of P302 ☐

2. Municipalities: All ☐ or Specify _____ (Data Control Contact S & P)

3. E.L.A. Year: _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR430P0 ARRIVED ESTABLISHMENTS BY OCCUPANT NAME FROM YEAR FILES

Purpose: This is the request form for P303, which should be run after the E.L.A. year file copies and backups (MPR416P0) have been completed for all of Metropolitan Toronto.

To Complete the Request:

1. Number of Copies: Indicate the number of copies required (usually 1).

2. Municipalities: The job will normally be run for all municipalities, although specific ones could be requested.

3. E.L.A. Year: This is the year of the E.L.A. file which the arrivals came from (normally the current year).

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.53 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR430P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

ARRIVED ESTABLISHMENTS BY OCCUPANT NAME FROM YEAR FILES

1. Number of Copies of P303 ☐

2. Municipalities: All ☐ Or Specify: _____ (Data Control Contact S & P)

3. E.L.A. Year: _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR435P0 E.L.A. YEAR REPORTS - BY POLYGON SET

Purpose: This form is used to request any of the reports P312, P313, P314 or P315 from the E.L.A. and Conversion year files.

If P311, P317 or P318 are required, use MPR436P0.

If P316 is required, use MPR437P0.

To Complete the Request:

1. Municipalities:- each run can be done for all of Metropolitan Toronto or for selected municipalities.

2. E.L.A. Year: - the run is done on any E.L.A. file from 1982 on.

3. CONV. Year: - conversion file year should always be one year prior to the E.L.A. Year: e.g. E.L.A. 1981.

4. Report P312 thru P315 Copies:
   - indicate the number of copies required for each report requested.

5. Data Cards:
   - Report number (312 thru 315)
   - Polygon set (01 thru 08)
   - High (01 thru 05)
   - - This is the highest reporting level for the polygon set.
   - Low (01 thru 05)
   - This is the lowest reporting level required for the polygon set.
   - Option (1 thru 3)
   - The employment option required for reports P313 thru P315 values:
     1 = full time
     2 = part time
     3 = total

NOTE:
- up to 20 requests can be input to each run, and there can be more than one request per report number.
- if different high and low reporting levels are requested for the same report, polygon set and option, the report printed will range from the lowest low level to the highest high level.

Submit To: Data Control
28th Floor
401 Bay Street

epartment of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR435P0	PLANNING - E.L.A.

E.L.A. YEAR REPORTS BY POLYGON SETS

1. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

2 E.L.A. Year _____ (If not current year, Data Control contact S & P)

3. CONV. Year _____ (Note: Conversion Year should always be E.L.A. year minus '1'.)

4. NUMBER OF COPIES:

Report P312 ☐ Report P313 ☐

Report P314 ☐ Report P315 ☐

5. DATA CARDS:

	Report #	Polygon Set	High	Low	Option
COLUMNS:	1 2 3	4 5	6 7	8 9	10

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR436P0 — E.L.A. REPORTS - P311, P317 and P318 ONLY FROM YEAR FILES

Purpose: This form is used to request any or all of reports P311, P317 or P318 from the E.L.A. and Parcel year files. If P312 thru P315 are required from year files, use MPR435PO.

To Complete the Request:

1. Reports P311, P317 and P318:
   - Indicate whether or not the reports are required.
   - If required, show the number of copies necessary.

2. Municipalities:- each run can be done for all Metropolitan Toronto or for selected municipalities.

3. File Year: - indicate any E.L.A. and Parcel file from 1984 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.57 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR436P0	PLANNING - E.L.A.

E.L.A. REPORTS - P311, P317, AND P318 ONLY FROM YEAR FILES

1. Report P311 Required? Y ☐ N ☐ # of copies ☐

2. Report P317 Required? Y ☐ N ☐ # of copies ☐

3. Report P318 Required? Y ☐ N ☐ # of copies ☐

4. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

5. File Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR437P0 E.L.A. REPORT - P316

Purpose: This form is used to request report P316.

To Complete the Request:

1. Report P316: - Show the number of copies necessary.
2. Employment: - Prime P.G.U. (01-04).
   (For other polygons contact Research.)
3. Municipalities:- Each run can be done for all.
4. E.L.A. Year: - The run can be done on any E.L.A. file from 1981 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR437P0	PLANNING - E.L.A.

E.L.A. REPORTS - P316

This report is run for Prime Planning Geographical Unit (01-04).

1. # of Copies ☐

2. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

3. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR440P0 DEPARTING ESTABLISHMENTS REPORTS

Purpose: Use this form to request the printing of any or all of P321 thru P325, for any or all municipalities.

To Complete the Request:

1. Reports P321-P325:
   - indicate whether or not the report is required.
   - if required, how many copies are needed.

2. Reports P322, P323 and P324:
   - indicate which employment option should be used, if the reports are required.
   - values 1 = Full Time
     2 = Part Time
     3 = Total Employment

3. Municipalities:- normally the reports are run for all municipalities, however, specific ones may be requested.

4. E.L.A. Year: - the reports can be run for any file from 1982 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR440P0	PLANNING - E.L.A.

DEPARTING ESTABLISHMENTS REPORTS

1. Report P321 Required? Y ☐ N ☐ # of copies ☐

2. Report P322 Required? Y ☐ N ☐ # of copies ☐ Option ☐

3. Report P323 Required? Y ☐ N ☐ # of copies ☐ Option ☐

4. Report P324 Required? Y ☐ N ☐ # of copies ☐ Option ☐

5. Report P325 Required? Y ☐ N ☐ # of copies ☐

6. Municipalities All ☐ or Specify _____
(Data Control contact S & P)

7. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR445P0 ARRIVING ESTABLISHMENTS REPORTS

Purpose: Use this form to request the printing of any or all of P331 thru P335, for any or all municipalities.

To Complete the Request:

1. Reports P331-P335:
   - indicate whether or not the report is required.
   - if required, how many copies are needed.

2. Reports P332, P333 and P334:
   - indicate which employment option should be used, if the reports are required.
   - values 1 = Full Time
     2 = Part Time
     3 = Total Employment

3. Municipalities: - normally the reports are run for all municipalities, however, specific ones may be requested.

4. E.L.A. Year: - the reports can be run for any file from 1981 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR445P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

ARRIVING ESTABLISHMENTS REPORTS

1. Report P331 Required? Y ☐ N ☐ # of copies ☐

2. Report P332 Required? Y ☐ N ☐ # of copies ☐ Option ☐

3. Report P333 Required? Y ☐ N ☐ # of copies ☐ Option ☐

4. Report P334 Required? Y ☐ N ☐ # of copies ☐ Option ☐

5. Report P335 Required? Y ☐ N ☐ # of copies ☐

6. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

7. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR450P0 ARRIVING AND DEPARTING ESTABLISHMENTS REPORTS

Purpose: This job prints reports P341 and/or P342 for any or all municipalities.

To Complete the Request:

1. Report P341:
   - indicate whether or not the report is required.
   - if required, specify the number of copies necessary, and the employment option.
   - values 1 = Full Time
     2 = Part Time
     3 = Total Employment

2. Report P342:
   - indicate whether or not the report is required.
   - if required, how many copies are needed.

3. Municipalities:- the reports are normally run for all municipalities, but specific ones may be requested.

4. E.L.A. Year: - the reports can be run for files from 1981 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR450P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

ARRIVING AND DEPARTING ESTABLISHMENTS REPORTS

1. Report P341 Required? Y ☐ N ☐ # of copies ☐ Option ☐

2. Report P342 Required? Y ☐ N ☐ # of copies ☐

3. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

4. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR454P0 LENGTH OF OCCUPANCY - REPORT P350

Purpose: This form is used to request the print out of Report P350.

To Complete the Request:

1. Municipalities:- each run can be done for all of Metropolitan Toronto or for selected municipalities.

2. E.L.A. Year: - the run is done on any E.L.A. file from 1982 on.

3. CONV. Year: - conversion file year should always be one year prior to the E.L.A. Year: e.g.

4. Polygon Set: - 01 thru 08.

5. High Reporting Level:
   - (01 thru 05)
   This is the highest reporting level for the polygon set.

6. Low Reporting Level:
   - (01 thru 05)
   This is the lowest reporting level required for the polygon set.

7. Copies: - specify number of copies required.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.67 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR454P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

LENGTH OF OCCUPANCY - REPORT P350

1. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

2 E.L.A. Year _____ (If not current year, Data Control contact S & P)

3. CONV. Year _____ (Note: Conversion Year should always be E.L.A. year minus 1.)

4. Polygon Set ☐☐

5. High Reporting Level ☐

6. Low Reporting Level ☐

7. Copies ☐☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR455P0 REPORTS P351 - P354

Purpose: This form is used to request the printout of reports P351 and P354.

To Complete the Request:

1. Municipalities:- each run can be done for all of Metropolitan Toronto or for selected municipalities.

2. E.L.A. Year: - the run is done on any E.L.A. file from 1982 on.

3. CONV. Year: - conversion file year should always be one year prior to the E.L.A. Year: e.g. E.L.A. 1981.

4. Report P351 thru P354 Copies:
   - indicate the number of copies required for each report requested.

5. Data Cards:
   - Report number (P351 thru P354)
   - Polygon set (01 thru 08)
   - High (01 thru 05)
   - - This is the highest reporting level for the polygon set.
   - Low (01 thru 05)
   - This is the lowest reporting level required for the polygon set.
   - Option (1 thru 3)
   - The employment option required for reports P351 thru P354 values:
     1 = full time
     2 = part time
     3 = total

NOTE:
- up to 20 requests can be input to each run, and there can be more than one request per report number.
- if different high and low reporting levels are requested for the same report, polygon set and option, the report printed will range from the lowest low level to the highest high level.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.69 -

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR455P0	PLANNING - E.L.A.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

REPORTS P351 - P354

1. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

2 E.L.A. Year _____ (If not current year, Data Control contact S & P)

3. CONV. Year _____ (Note: Conversion Year should always be E.L.A. year minus '1'.)

4. NUMBER OF COPIES:

Report P351 ☐ Report P352 ☐

Report P353 ☐ Report P354 ☐

5. DATA CARDS:

	Report #	Polygon Set	High	Low	Option
COLUMNS:	1 2 3	4 5	6 7	8 9	10

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN				DATA SET NAME	PROJECT CODE	OUT			
	Control Section	TIME	DATE				Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR475P0 PRINT PARCEL WORK FILE

Purpose: This form is used to request printout of the year's parcel file.

To Complete the Request:

1. Municipality: - Select one municipality per request.
2. # of Copies: - Indicate the number of copies you require.
3. Parcel Year: - The run can be done on any parcel year file from 1984 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR475P0	PLANNING - E.L.A.

PRINT PARCEL WORK FILE

1. Municipality: (Check one only)

- ☐ 01 - SCARBORO
- ☐ 04 - TORONTO
- ☐ 06 - EASTYORK
- ☐ 08 - NORYORK
- ☐ 14 - YORK
- ☐ 19 - ETOBICO

2. Number of Copies ☐

3. Parcel Year File ☐☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR476P0 REPORT P361

Purpose: This form is used to request report P361 using the PARCEL file of the E.L.A.

To Complete the Request:

1. Copies: - Show the number of copies required.
2. Municipalities: - Each run can be done for one or all municipalities.
3. E.L.A. Year - The run can be done on any E.L.A. file from 1985 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.73 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR476P0	PLANNING - E.L.A.

REPORT P361

1. # of Copies ☐

2. Municipalities All ☐ or Specify _____
(Data Control contact S & P)

3. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

MPR477P0 REPORT P362

Purpose: This form is used to request report P362 using the PARCEL file of the E.L.A.

To Complete the Request:

1. Copies: - Show the number of copies required.
2. Municipalities: - Each run can be done for one or all municipalities.
3. E.L.A. Year - The run can be done on any E.L.A. file from 1985 on.

Submit To: Data Control
28th Floor
401 Bay Street

Department of Management Information Systems

- 3.75 -

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR477P0	PLANNING - E.L.A.

REPORT P362

1. # of Copies ☐

2. Municipalities All ☐ or Specify _____ (Data Control contact S & P)

3. E.L.A. Year _____ (If not current year, Data Control contact S & P)

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS OR COMMENTS

SECTION 4

DATA BASE

SECTION 4 DATA BASE

STEPS IN MAINTAINING DATA BASE

The creation of the current year E.L.A. Data Base involves a number of distinct steps set out below.

- The READ program using the Current Year R.P.F. File creates an R.P.F Extract File for both parcels and occupancies where any occupant record has an RU or FRU unit class code.
- The R.P.F. Parcel Extracts are compared to the previous year's final E.L.A. in order to create the Intermediate Parcel File for use on the survey.
- The R.P.F. Occupancy Extracts are condensed by joining like occupant name files together.
- The Condensed R.P.F. and the previous year's E.L.A. Files are compared on occupant basis in order to produce an Intermediate E.L.A. in which the record status of each occupant record is generated. See Table 2.2 Record Status Code.
- During this process the Current Year Survey Extract File is also produced.
- A Listing is produced from the Survey Extract File for Field Surveyors.
- The Intermediate E.L.A. Records when not updated as a result of the current year survey must have the length of occupancy aged one year. As an example, if the length of occupancy was shown as 2 years in the previous E.L.A. it will be updated to 3 years.
- Updating and Editing of the Intermediate E.L.A. File (occupancy and parcel files, see Section 5) produces the current year Occupant E.L.A., Parcel E.L.A., the Departing and Arriving Establishment Files.
- In all occupancies that are surveyed in a particular year, if the Business Name is not filled in by the surveyor, the Occupant Name is copied into the Business Name Field.
- A Conversion File is maintained external to the current E.L.A. Files which relates the A.G.U. down to the property level to a number of distinct polygon sets so that the user may request the E.L.A. data and reports by user specified areas.

FILE LAYOUT

The File layout of the Departing Establishment File, the Arriving Establishment File and the Current Year Parcel and Occupant File E.L.A. follows. It should be noted the Intermediate E.L.A. File is identical in layout to Current Year E.L.A. but will contain occupant records describing both previous year's E.L.A. characteristics and current R.P.F. characteristics.

A header record is found at the beginning of each municipality.

E.L.A. PARCEL FILE HEADER RECORD

MNEMONIC	CHARACTERS	TYPE	SOURCE	DESCRIPTION
MUNC	2	N	RPF	MUNICIPALITY
FILLER	20	N	-	(ZEROS)
CREATE-DATE	8	N	-	SYSTEM CURRENT DATE WHEN FILE CREATED
ELA-YEAR	4	N	-	YEAR OF ELA FILE DATA
FILLER	186	-	-	-

E.L.A. PARCEL FILE (RECORD LAYOUT)

MNEMONIC	CHARACTERS	FIELD POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION
P MUNC	2	1	2	N	RPF.PR	MUNICIPALITY NUMBER
G MPD	3	3	5	N	RPF.PR	MINOR PLANNING DISTRICT
U BPU	3	6	8	N	RPF.PR	BASIC PLANNING UNIT
BLK	5	9	13	N	RPF.PR	PLANNING BLOCK NUMBER
ROLSB	5	14	18	N	RPF.PR	PARCEL OR PROPERTY NUMBER
PROP	3	19	21	N	RPF.PR	PROPERTY CODE
PARC	2	22	23	N	SURVEY	PARCEL CODE
WHC	1	24	24	N	SURVEY	WORK AT HOME/CONST. STATUS
SNAME	17	25	41	A	RPF.PR	STREET NAME
STR	5	42	46	N	RPF.PR	STREET NUMBER
UPST	5	47	51	N	RPF.PR	UPPER STREET NUMBER
STRQ	1	52	52	A	RPF.PR	STREET NUMBER QUALIFIER
BLDNAME	45	53	97	A	GRS/SURVEY	BUILDING OR SITE NAME
FRONT	6.2	98	103	N	RPF.PR	FRONTAGE IN FEET
SITEA	7.2	104	110	N	RPF.PR	SITE AREA ACRES/SQUARE FEET
UM	1	111	111	A	RPF.PR	UNIT OF MEASUREMENT
DEPTH	5	112	116	N	RPF.PR	DEPTH IN FEET
RUNITS	4	117	120	N	R.P.F.COUNT	RESIDENTIAL UNITS
TFLOOR	10	121	130	N	RPF.ST	TOTAL FLOOR AREA
YB	4	131	134	N	RPF.ST	YEAR BUILT
NSTRUC	2	135	136	N	RPF.ST	NUMBER OF STRUCTURES
ZONEG	7	137	143	A	RPF.PR	ZONING
FTEMPCRT	6	144	149	N	SUM	FULL TIME CURRENT EMPLOYMENT
PTEMPCRT	5	150	154	N	SUM	PART TIME CURRENT EMPLOYMENT
RASPT	10	155	164	N	SUM	REALTY ASSESSMENT TAXABLE
RASPE	10	165	174	N	SUM	REALTY ASSESSMENT EXEMPT
BASP	10	175	184	N	SUM	BUSINESS ASSESSMENT
A MAP	2	185	186	N	RPF.PR	MAP AREA NUMBER
G DIV	1	187	187	N	RPF.PR	MAP DIVISION NUMBER
U SDIV	3	188	190	N	RPF.PR	MAP SUBDIVISION NUMBER
TZONE	3	191	193	N	RPF.PR	TRAFFIC ZONE
BFI	8	194	201	N	GRS	BLOCK FACE IDENTIFIER
RETAIL	4	202	205	N	GRS	RETAIL POLYGON
SPAC	3	206	208	N	GRS	SPECIAL PROJECT AREA CODE
INDUST	3	209	211	N	GRS	INDUSTRIAL ZONES
STRAN	4	212	215	N	GRS	SPECIAL TRANSPORTATION AREAS
NUM/STORIES	3	216	218	N	SURVEY	NUMBER OF STORIES
UNITCC	3	219	221	A	RPF.PR	UNIT CLASS CODE
UNUSED	29	222	250	X		RESERVED SPACE
	250					

LEGEND

N - Numeric
A - Alpha
X- Alpha numeric

RPF.ST - R.P.F. Structure Record
RPF.PR - Regional Planning File Property Record
RPF.OC - Regional Planning File Occupant Record
PYELA - Previous Year E.L.A. Data Bank
SURVEY - Field Survey Collected
SUM - Sum from Occupant File
GRS - Geographical Referencing System

A header record is found at the beginning of each municipality.

E.L.A. OCCUPANT FILE HEADER RECORD

MNEMONIC	CHARACTERS	TYPE	SOURCE	DESCRIPTION
MUNC	2	N	RPF	MUNICIPALITY
FILLER	20	N	-	(ZEROS)
CREATE-DATE	8	N	-	SYSTEM CURRENT DATE WHEN FILE CREATED
ELA-YEAR	4	N	-	YEAR OF ELA FILE DATA
FILLER	186	-	-	-

E.L.A. OCCUPANCY FILE (RECORD LAYOUT)

MNEMONIC	CHARACTERS	FIELD POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION
P MUNC	2	1	2	N	RPF.PR	MUNICIPALITY NUMBER
G MPD	3	3	5	N	RPF.PR	MINOR PLANNING DISTRICT
U BPU	3	6	8	N	RPF.PR	BASIC PLANNING UNIT
BLK	5	9	13	N	RPF.PR	PLANNING BLOCK NUMBER
A MAP	2	14	15	N	RPF.PR	MAP AREA NUMBER
G DIV	1	16	16	N	RPF.PR	MAP DIVISION NUMBER
U SDIV	3	17	19	N	RPF.PR	MAP SUBDIVISION NUMBER
ROLSB	5	20	24	N	RPF.PR	PARCEL OR PROPERTY NUMBER
OCU	4	25	28	N	RPF.OC	OCCUPANT NUMBER
TZONE	3	29	31	N	RPF.PR	TRAFFIC ZONE
PROP	3	32	34	N	RPF.PR	PROPERTY CODE
STR	5	35	39	N	RPF.PR	STREET NUMBER
UPST	5	40	44	N	RPF.PR	UPPER STREET NUMBER
STRQ	1	45	45	A	RPF.PR	STREET NUMBER QUALIFIER
SNAME	17	46	62	A	RPF.PR	STREET NAME
OCNAME	28	63	90	A	RPF.OC	OCCUPANT NAME
BUSNAME	28	91	118	A	SURVEY	BUSINESS NAME
ELA-ID	1	119	119	A	RPF.OC	IDENTIFIER
UNIT-NO	5	120	124	X	RPF.OC	UNIT NUMBER
UNITCC	3	125	127	A	RPF.OC	UNIT CLASS CODE
RTAXC	1	128	128	A	RPF.OC	REALTY TAX CLASS
BUSTC	1	129	129	A	RPF.OC	BUSINESS TAX CLASS
ACHANGE	3	130	132	N	RPF.OC	AUTHORITY FOR CHANGE
RCHANGE	2	133	134	N	RPF.OC	REALTY REASON FOR CHANGE
BCHANGE	1	135	135	N	RPF.OC	BUSINESS REASON FOR CHANGE
BDATE	6	136	141	N	RPF.OC	BUSINESS EFFECTIVE DATE OF CHANGE
* RASP	10	142	151	N	RPF.OC	REALTY ASSESSMENT PORTION
** BASP	10	152	161	N	RPF.OC	BUSINESS ASSESSMENT PORTION
BPER	3	162	164	N	RPF.OC	BUSINESS PERCENTAGE
YRLAST	2	165	166	N	PYELA	YEAR OF PREVIOUS SURVEY
FTEMPLT	5	167	171	N	PYELA	FULL TIME EMP. PREVIOUS SURVEY
PTEMPLT	4	172	175	N	PYELA	PART TIME EMP. PREVIOUS SURVEY
CRT-YR	2	176	177	N	SURVEY	LAST CURRENT YEAR OF SURVEY
FTEMPCRT	5	178	182	N	SURVEY	FULL TIME CURRENT EMPLOYMENT
PTEMPCRT	4	183	186	N	SURVEY	PART TIME CURRENT EMPLOYMENT
PRACODE	3	187	189	N	SURVEY	PRIMARY ACTIVITY CODE
SACODE	3	190	192	N	SURVEY	SECONDARY ACTIVITY CODE
SAEMP	4	193	196	N	SURVEY	SECONDARY ACTIVITY EMPLOYMENT
LENOCC	4	197	200	N	SURVEY	LENGTH OF OCCUPANCY
PLPRETEN	2	201	202	N	SURVEY	PREVIOUS LOCATION OF PRESENT TENANT
NEWLPTEN	2	203	204	N	SURVEY	NEW LOCATION OF PREVIOUS TENANT
UNUSED	16	205	220	X		
	220					

* Found in either RAPNS or RAS of the R.P.F.

** Found in either BAPNS or BAS of the R.P.F.

LEGEND

N - Numeric
A - Alpha
X- Alpha numeric

RPF.PR - Regional Planning File Property Record
RPF.OC - Regional Planning File Occupant Record
PYELA - Previous Year E.L.A. Data Bank
SURVEY - Field Survey Collected

A header record is found at the beginning of each municipality.

DEPARTED ESTABLISHMENTS HEADER RECORD

MNEMONIC	CHARACTERS	TYPE	SOURCE	DESCRIPTION
MUNC	2	N	RPF	MUNICIPALITY
FILLER	20	N	-	(ZEROS)
CREATE-DATE	8	N	-	SYSTEM CURRENT DATE WHEN FILE CREATED
ELA-YEAR	4	N	INPUT	YEAR OF ELA FILE DATA
FILLER	101	-	-	-

DEPARTING ESTABLISHMENTS

MNEMONIC	CHARACTERS	FIELD POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION
MUNC	2	1	2	N	INTERMED ELA	MUNICIPALITY NUMBER
MPD	3	3	5	N	INTERMED ELA	MINOR PLANNING DISTRICT
BPU	3	6	8	N	INTERMED ELA	BASIC PLANNING UNIT
BLK	5	9	13	N	INTERMED ELA	BLOCK NUMBER
ROLSB	5	14	18	N	INTERMED ELA	PARCEL OR PROPERTY NUMBER
OCU	4	19	22	N	INTERMED ELA	OCCUPANT NUMBER
NEWLPTEN	2	23	24	N	SURVEY	NEW LOCATION OF PREVIOUS TENANT
STR	5	25	29	N	INTERMED ELA	STREET NUMBER
SNAME	17	30	46	N	INTERMED ELA	STREET NAME
PRACODE	3	47	49	N	SURVEY	PRIMARY ACTIVITY CODE
FTEMPCRT	5	50	54	N	SURVEY	FULL TIME CURRENT EMPLOMENT
PTEMPCRT	4	55	58	N	SURVEY	PART TIME CURRENT EMPLOYMENT
OCNAME	28	59	86	A	INTERMED ELA	OCCUPANT NAME
BUSNAME	28	87	114	A	SURVEY	BUSINESS NAME
RTAXC	1	115	115	A	INTERMED ELA	REALTY TAX CLASS
RASP	10	116	125	N	INTERMED ELA	REALTY ASSESSMENT PORTION
BASP	10	126	135	N	INTERMED ELA	BUSINESS ASSESSMENT PORTION
	135					

A header record is found at the beginning of each municipality.

ARRIVING ESTABLISHMENTS HEADER RECORD

MNEMONIC	CHARACTERS	TYPE	SOURCE	DESCRIPTION
MUNC	2	N	RPF	MUNICIPALITY
FILLER	20	N	-	(ZEROS)
CREATE-DATE	8	N	-	SYSTEM CURRENT DATE WHEN FILE CREATED
ELA-YEAR	4	N	INPUT	YEAR OF ELA FILE DATA
FILLER	73	-	-	-

ARRIVING ESTABLISHMENT FILE

MNEMONIC	CHARACTERS	FIELD POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION
MUNC	2	1	2	N	INTERMED ELA	MUNICIPALITY NUMBER
MPD	3	3	5	N	INTERMED ELA	MINOR PLANNING DISTRICT
BPU	3	6	8	N	INTERMED ELA	BASIC PLANNING UNIT
BLK	5	9	13	N	INTERMED ELA	BLOCK NUMBER
ROLSB	5	14	18	N	INTERMED ELA	PARCEL OR PROPERTY NUMBER
OCU	4	19	22	N	INTERMED ELA	OCCUPANT NUMBER
PLPRETEN	2	23	24	N	SURVEY	PREVIOUS LOCATION OF PRESENT TENANT
STR	5	25	29	N	INTERMED ELA	STREET NUMBER
SNAME	17	30	46	N	INTERMED ELA	STREET NAME
PRACODE	3	47	49	N	SURVEY	PRIMARY ACTIVITY CODE
FTEMPCRT	5	50	54	N	SURVEY	FULL TIME CURRENT EMPLOMENT
PTEMPCRT	4	55	58	N	SURVEY	PART TIME CURRENT EMPLOYMENT
OCNAME	28	59	86	A	INTERMED ELA	OCCUPANT NAME
BUSNAME	28	87	114	A	INTERMED ELA	BUSINESS NAME
RTAXC	1	115	115	A	INTERMED ELA	REALTY TAX CLASS
RASP	10	116	125	N	INTERMED ELA	REALTY ASSESSMENT PORTION
BASP	10	126	135	N	INTERMED ELA	BUSINESS ASSESSMENT PORTION
	135					

GEOGRAPHICAL REFERENCING

The E.L.A. System is designed to be capable of reporting data by a variety of different user specified areas. Within the data base it maintains the prime Planning Geographical Unit (P.G.U.) identifier down to the individual block, property and tenant numbers, the Assessment Geographical Unit (A.G.U.), Traffic Zone, BFI, Retail, Special Project Area Code (SPAC), Special Transportation Zones (STRAN) and the Industrial Polygon. These and Other polygons may also be run through the use of the Conversion file.

POLYGONS ON CONVERSION FILE

	FIELDS	LEVEL	FORMAT	DESCRIPTION
POLYGON SET 1	PRIME PLANNING GEOGRAPHICAL UNITS AND PLANNING DISTRICTS			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	MPD	3	N(3)	MINOR PLANNING DISTRICT
	BPU	4	N(3)	BASIC PLANNING UNIT
	BLK	5	N(5)	BLOCK
POLYGON SET 2	COMMUNITY AND NEIGHBOURHOOD			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	COMM	3	N(3)	COMMUNITY
	NBHD	4	N(3)	NEIGHBOURHOOD
POLYGON SET 3	TARMS TRAFFIC ZONES			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	TZONE	3	N(3)	TRAFFIC ZONE
POLYGON SET 4	POSTAL CODES			
	CNTY	1	N(2)	COUNTY
	PCODE	2	X(6)	POSTAL CODE
POLYGON SET 5	MAP FILE REFERENCE			
	CNTY	1	N(2)	COUNTY
	MFILE	2	X(4)	MAP FILE
POLYGON SET 6	DRAINAGE AREAS			
	CNTY	1	N(2)	COUNTY
	DRNGA	2	N(1)	DRAINAGE AREA
POLYGON SET 7	WATER PRESSURE ZONE			
	CNTY	1	N(2)	COUNTY
	WATPZ	2	N(2)	WATER PRESSURE ZONE
POLYGON SET 8	BLOCK FACE IDENTIFIER			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	BFI	3	N(8)	BLOCK FACE IDENTIFIER

	FIELDS	LEVEL	FORMAT	DESCRIPTION
POLYGON SET 9	SPECIAL TRANSPORTATION AREAS			
	CNTY	1	N(2)	COUNTY
	STRAN	2	N(3)	SPECIAL TRANSPORTATION AREA
	STRAN-SUB	3	N(1)	SUB AREAS OF 'STRAN'
POLYGON SET 10	SPECIAL PROJECT AREA CODE			
	CNTY	1	N(2)	COUNTY
	SPAC	2	N(2)	SPECIAL PROJECT AREA
	SP..CE-SUB	3	N(1)	SUB AREAS OF 'SPAC'
POLYGON SET 11	INDUSTRIAL ZONE POLYGON			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	INDUS	3	N(2)	INDUSTRIAL ZONE
	IND-SUB	4	N(1)	SUB AREAS OF 'INDUST'
POLYGON SET 12 (PROPOSED)	RETAIL POLYGON			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	RETTY	3	N(1)	RETAIL TYPE
	RETZN	4	N(3)	RETAIL ZONE

It is also likely that other polygons will be defined either for special purpose projects or for general use, examples being; census tracts and election zones.

TAPE RETENTION

Final E.L.A., Parcel and Occupancy, Arriving and Departing Files

These tapes are to be maintained for 5 years on off-census years and indefinitely for census years.

Intermediate E.L.A.

These tapes are to be maintained for 2 years (3 cycles).

Survey File

These tapes are to be kept for 1 year (2 cycles).

Report Extracts

Extracts from the E.L.A. should be kept for 2 years (3 cycles).

NOTE: Backup tape copies of all tapes should be made upon creation.

Once the various files and reports have been successfully generated, they should be consolidated to maximize the usage made of each tape that is retained.

SECTION 5

FIELD SURVEYS AND UPDATE PROCEDURES

SECTION 5 FIELD SURVEYS AND UPDATE PROCEDURES

This Section is divided under the following headings:

- Methodology
- Definitions and Coding Instructions
- Parcel Code
- Activity Code
- Geographical Areas
- Key Punching Instructions
- Survey Corrections

METHODOLOGY

A listing of all non-residential assessable units and associated parcel record will be produced each year. Only new assessable units, vacant units, changed occupancies over the last year and those that were not surveyed in the previous year are to be surveyed in the current year.

The field surveyor will be responsible for entering against each parcel record the Predominant Land Use and Building Name (See Parcel Code).

The field surveyor will be responsible for trying to determine the municipality to which the previous occupant moved or whether the previous occupant went out of business. The surveyor will also attempt to determine the previous municipality in which the new business operated or whether this is a new establishment originating at this location. The list of location code by municipality and external section is attached as Table 5.1 of this section.

It is also necessary to establish for every assessable non-residential unit their duration of stay at their present location so every assessable unit visited except vacants, right-of-ways etc. have a data entry of duration of stay. The required field sheets for the survey are shown as Tables 5.2, 5.3, 5.4.

Table 5.2 is the list of establishments to be surveyed in the current year (P3.00).

Table 5.3 is the add sheet for establishments not identified in Table 5.2 on the occupancy record but discovered in the survey.

Table 5.4 is the call back form that is brought back to the office indicating that the information wasn't obtained at the time of the site visit and a letter was left or a call back is necessary.

Table 5.5 is the letter that is left or mailed to the business upon their request and they mail it back to us with the pertinent information filled in.

Table 5.6 is the change sheets for the parcel record. This allows for changes to the parcel, i.e. updates, deletes.

Once the field survey is completed and the necessary call back procedures have been implemented, the Update of the Intermediate E.L.A. commences. The Update procedure applies a number of Editing Checks detailed in Table 5.7. The

process also results in the testing of the validity of update transactions. This process produces the Current E.L.A. Files together with Arriving and Departing Establishment Files.

Reports P3.01, P3.02, P3.03, P3.04, P3.05 and P306 are produced permitting final checks on employment counts for institutions, for establishments with more than 100 employees, for firms with large changes in employment, establishments with a large amount of part time employment, establishments with secondary employment and for the comprehensiveness of entry of new location of departing establishments. The Departing Establishments are also updated as a result of edit checks from the P3.02 and P3.03.

TABLE 5.1

LOCATION CODE BY MUNICIPALITY AND EXTERNAL SECTION

Data Not Entered	00
Scarborough	01
Toronto	04
East York	06
North York	08
York	14
Etobicoke	19
Halton (Burlington, Oakville, Milton, Halton Hills)	20
Peel (Mississauga, Brampton, Caledon)	25
York (Vaughan, Richmond Hill, Aurora, Markham, King, Newmarket, Whitchurch-Stouffville, East Gwillimbury, Georgina)	30
Durham (Oshawa, Ajax, Whitby, Pickering, Newcastle, Uxbridge, Scugog, Brock)	35
Rest of Ontario	40
Rest of Canada	45
Rest of North America	50
Rest of World	55
Vacant Unit	66
New Business	77
Unknown	88
Out of Business	99

TABLE 5.2

P300 1985 EMPLOYMENT SURVEY PAGE: 975 15/05/85

MUNC: 08 MPD: 041 BPU: 806 BLOCK: 02500 STREET: AVENUE RD

TYPE	STR#	Q	UNIT	ROLL/OCU	OCCUPANT NAME	BUSINESS NAME	ESTABLISHMENT NAME	YY	MM	ACTION
2	2046			02100 0010	WINE ART	WINE ART				
02100 0010 1	DEL: _ DEP: _			PA: 624	FULL: 00004	PART: 0003	SA: 000	SEMP: 0000	PL: 00	NL: 00		20		

02200 8 PARCEL CODE: __ BUILDING NAME: _____ WORK AT H/CONSTR: _ N/S: __

1	2044			02200 0010	GARRETT GEORGINA						C/O GARRETT FLORIST			
02200 0010 1	DEL: _ DEP: _		PA: ___	FULL: _____	PART: ____	SA: ___	SEMP: ____	YY: __	MM: __	PL: __	NL: __			
02200 0010 2	BUS: _____						STREET #: _____		QUAL: _	UNIT/SUITE: _____				
2	2044			02200 0010	GARRETT FLORIST	GARRETT FLORIST								
02200 0010 1	DEL: _ DEP: _			PA: 624	FULL: 00003	PART: 0001	SA: 000	SEMP: 0000	PL: 00	NL: 00		25		
3	2044			02200 0040	MEDIACOM INC						1505 THE QUEENSWAY		01	
02200 0040 1	DEL: _ DEP: _		PA: ___	FULL: _____	PART: ____	SA: ___	SEMP: ____	YY: __	MM: __	PL: __	NL: __			
02200 0040 2	BUS: _____						STREET #: _____		QUAL: _	UNIT/SUITE: _____				

02300 8 PARCEL CODE: __ BUILDING NAME: _____ WORK AT H/CONSTR: _ N/S: __

5	2040			02300 0010	CANADIAN IMPERIAL BANK OF	CANADIAN IMPERIAL BANK OF CO P J DEARLE PROPERTY MGMT DIV							15	
02300 0010 1	DEL: _ DEP: _			PA: 721	FULL: 00007	PART: 0002	SA: 000	SEMP: 0000	PL: 00	NL: 00				
1	2040			02300 0020	BENNY LANDMAN REAL ESTATE						2042 AVENUE RD			
02300 0020 1	DEL: _ DEP: _		PA: ___	FULL: _____	PART: ____	SA: ___	SEMP: ____	YY: __	MM: __	PL: __	NL: __			
02300 0020 2	BUS: _____						STREET #: _____		QUAL: _	UNIT/SUITE: _____				
2	2040			02300 0020	MCDAID ELAINE	CADET CLEANERS								
02300 0020 1	DEL: _ DEP: _			PA: 624	FULL: 00001	PART: 0001	SA: 000	SEMP: 0000	PL: 00	NL: 00			01	

TABLE 5.3

Metropolitan Planning Department

EMPLOYMENT SURVEY UPDATE

TYPE 1 = DELETE
TYPE 2 = ADD
TYPE 3 = UPDATE

YEAR:

SURVEYOR #:

SHEET #:

OCCUPANCY FILE

	TYPE	MUNC	MPO	BFU	BLOCK	ROLL #	OCU		DEL	DEL	FRA	FULL-TIME	PART-TIME	SA	SA EMPL	TIME Y Y M M	PREV LOC PRES TEN	NEW LOC PREV TEN
	1	2 3	4 5 6	7 8 9	10 11 12 13 14	15 16 17 18 19	20 21 22 23	24	25	26	27 28 29	30 31 32 33 34	35 36 37 38	39 40 41	42 43 44 45	46 47 48 49	50 51	52 53
1								1										
2								1										
3								1										
4								1										
5								1										
6								1										
7								1										
8								1										

	TYPE	MUNC	MPO	BFU	BLOCK	ROLL #	OCU		BUSINESS NAME	STREET NUMBER	QUAL	UNIT/ SUITE #
	1	2 3	4 5 6	7 8 9	10 11 12 13 14	15 16 17 18 19	20 21 22 23	24	25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69	70 71 72 73 74	75	76 77 78 79 80
1								2				
2								2				
3								2				
4								2				
5								2				
6								2				
7								2				
8								2				

TABLE 5.4

METROPOLITAN TORONTO PLANNING DEPARTMENT
RESEARCH DIVISION

19 EMPLOYMENT SURVEY

In the event that you are unable to obtain information at the time of the site visit, fill in the information below:

M_____MPD_____BPU_____BLK_____Roll Oc No_____

Street No. and Address_____

Unit No._____

Occupant Name_____Act. Code_____

Establishment Name_____

Telephone Number_____

Name of Person to Call_____

Surveyor's Name_____

Comments:_____

_____

M_____MPD_____BPU_____BLK_____Roll Oc No_____

Street No. and Address_____

Unit No._____

Occupant Name_____Act. Code_____

Establishment Name_____

Telephone Number_____

Name of Person to Call _____

Surveyor's Name_____

Comments:_____

_____

TABLE 5.5

The Municipality of
Metropolitan Toronto

Metropolitan Planning Department
City Hall, East Tower, 11th Floor
Toronto, Ontario, Canada M5H 2N1
Telephone: (416) 947-8130 Telex: 06-23472

TO WHOM IT MAY CONCERN

The Metropolitan Toronto Planning Department is carrying out a 1985 Employment Survey for Metropolitan Toronto. This information is necessary to provide the statistical input into the development of future Metropolitan policies and programs.

Your co-operation is of the utmost importance and very much appreciated.

R. J. Bower
Commissioner of Planning

FOR OFFICE USE ONLY

DATE_____ SURVEYOR'S NAME_____

M_____MPD_____BPU_____BLK_____RollOcNo_____

Business Name_____Phone No._____

Address_____

1. How many people are employed at the above location presently (includes employees on vacation, sick or leave, but does not include casual employees)?

   a) full time_____

   b) part-time (less than 20 hours per week)_____

2. What is the nature of the business (i.e. bank, law office, store, manufacturing plant, warehouse, etc.)? _____

3. If this business is a factory or a large department store, is there a large office component? If so, how many people work in the office (includes both full and part time)?_____

4. If this business is a large office, is there a large manufacturing component (i.e. data processing, laboratories)? If so, how many people work in the manufacturing component (includes both full and part time)? _____

5. How many years has your business been located at this location?_____

6. If your business has been located at this location under one year:

   a) Where was your business previously located (i.e. Scarborough, Windsor, U.S.A., etc.)_____

   b) What is the present location of the previous tenant, (i.e., City of Toronto, out of business, unknown, etc.)_____

TABLE 5.6

Metropolitan Planning Department

EMPLOYMENT SURVEY UPDATE

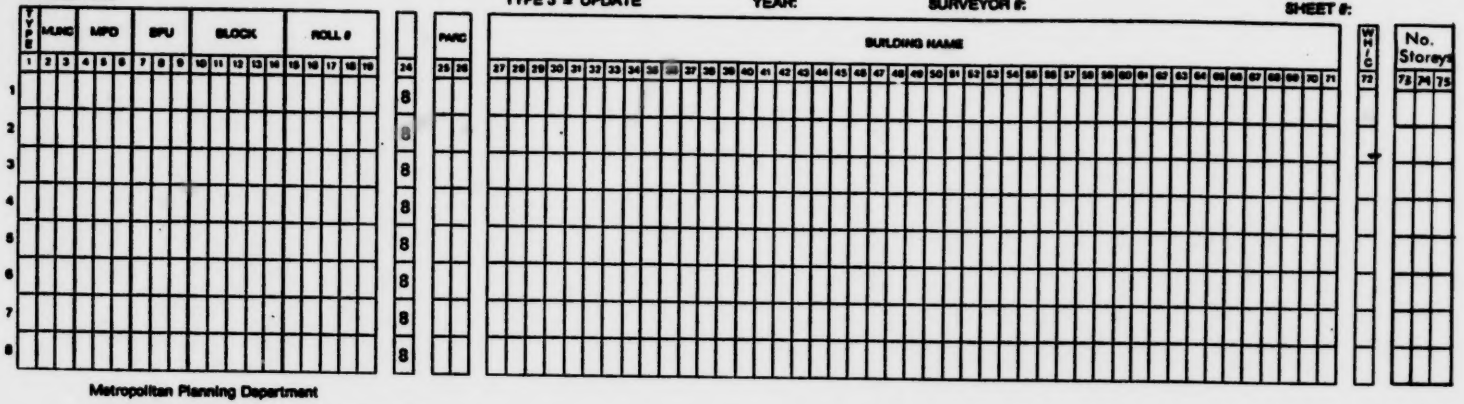
PARCEL FILE

TYPE 1 = DELETE
TYPE 3 = UPDATE

YEAR:

SURVEYOR #:

SHEET #:



Metropolitan Planning Department

EMPLOYMENT SURVEY UPDATE

PARCEL FILE

TYPE 3 = UPDATE

YEAR:

SURVEYOR #:

SHEET #:

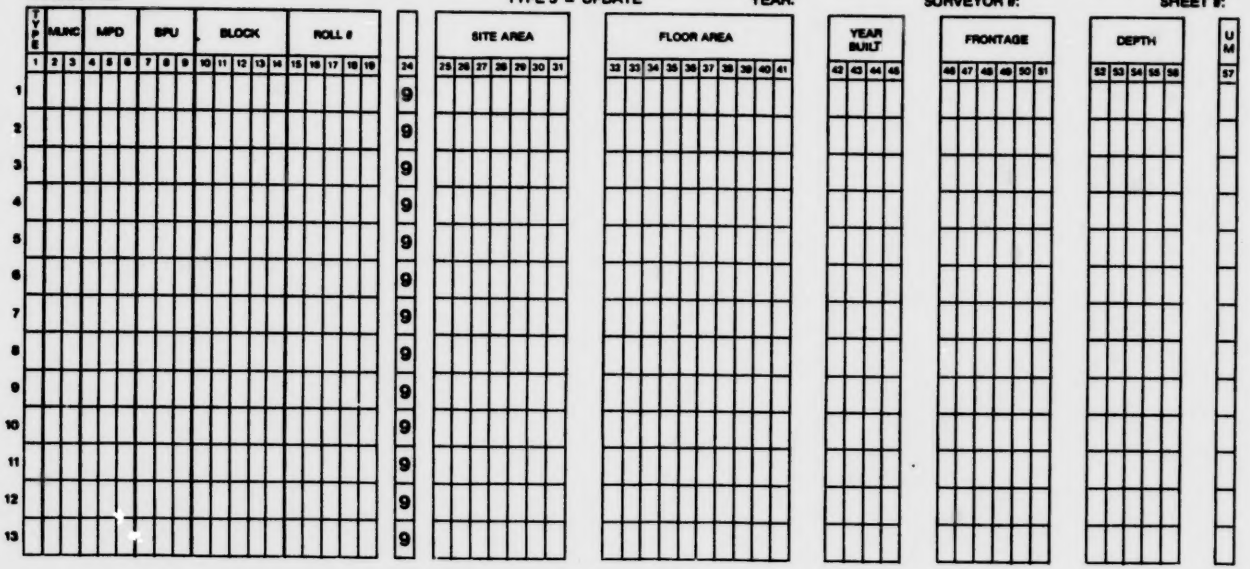


TABLE 5.7 EDIT RULES FOR OCCUPANT RECORD

1. TRANSACTION CODE

- 1 digit numeric
- Values: 1 = DELETE
  2 = ADD
  3 = UPDATE
  4 = UPDATE DELETE - automatic in updating location in departures listing
- Errors: 'Field Not Numeric'
  'Code is Out of Range'.

2. MUNICIPALITY (MUNC)

- 2 digits numeric
- Values: 01 = SCARBOROUGH
  04 = TORONTO
  06 = EAST YORK
  08 = NORTH YORK
  14 = YORK
  19 = ETOBICOKE
- Errors: 'Field Not Numeric'
  'Code is Out of Range'.

3. MINOR PLANNING DISTRICT (MPD)

- 3 digits numeric
- Values: 010 to 169
  991
- Errors: 'Field Not Numeric'
  'Code is Out of Range'.

4. BASIC PLANNING UNIT (BPU)

- 3 digits numeric
- Values: 001 to 999
- Errors: 'Field Not Numeric'
  'Code is Out of Range' (zero).

TABLE 5.7 (cont'd)

5. BLOCK NUMBER (BLK)

- 5 digits numeric
- Values: 00000 to 99999
- Errors: 'Field Not Numeric'.

6. ROLL NUMERIC (ROLSB)

- 5 digits numeric
- Value: 00000 to 99999
- Errors: 'Field Not Numeric'.

7. OCCUPANT NUMBER (OCU)

- 4 digits numeric
- Values: 0000 to 9999
- Errors: 'Field Not Numeric'.

8. DELETE CODE (DEL)

- 1 character alphabetic
- Values: Blank
  'Y' for transaction type 1 only.
- Errors: 'Delete indicator not Y or blank'.
  'Delete indicator invalid for other transaction types'.
  'Card Number not 1'.

9. DEPART CODE (DEP)

- 1 character alphabetic
- Values: Blank
  'Y' for record written to Departure File
  'N' record not to be written to Departure File
- Errors: 'Depart indicator is not Y or blank or N'.

TABLE 5.7 (cont'd)

10. PRIME ACTIVITY CODE (PRACODE)

- 3 digits numeric
- Values: - see 'Land Use Activity Codes'
  - may not be 111-128
  - codes 000-090, 551-569 must have zero total employment (FTEMPCRT + PTEMPCRT)
  - the following codes may have zero total employment: 211-338, 451-459, 491-499, 511-519, 521-539, 629, 657, 664, 686, 799, 841, 911-949
  - all other codes must show total employment greater than zero.
- Errors: 'Field Not Numeric'.
  'Code is Out of Range'.
  'FTEMPCRT + PTEMPCRT must = zero for given PRACODE'.
  'FTEMPCRT + PTEMPCRT may not = 0 for given PRACODE'.
  'ACTIVITY CODE not found in Table'.
  'PRACODE CHG requires PRACODE/FULL/PART'.

11. CURRENT FULL TIME EMPLOYMENT (FTEMPCRT)

- 5 digits numeric
- Values: 00000 to 99999
  Must be zero for PRACODES 000-090, 551-569
  May be zero for 211-338, 451-459, 491-499, 516, 517, 521-539, 629, 657, 664, 686, 799, 841, 911-949
- Errors: 'Field Not Numeric'.
  'Full Time must be zero for given PRACODE'.
  'Full/Part time may not = 0 for given PRACODE'.
  'Full/Part time must = 0 for given PRACODE'.
  'Employment CHG. requires PRACODE/FULL/PART'.

12. CURRENT PART TIME EMPLOYMENT (PTEMPCRT)

- 4 digits numeric
- Values: 0000 to 9999
  Must be zero for PRACODES 000-090, 551-569 (see #10)
- Errors: 'Field Not Numeric'.
  'Employment CHG requires PRACODE/FULL/PART'.

TABLE 5.7 (cont'd)

13. SECONDARY ACTIVITY CODE (SACODE)

- 3 digits numeric
- Values: 000
  Land use activity codes 4xx - 7xx
  If not zero, FTEMPCRT + PRTEMPCRT must be greater than zero.
- Errors: 'Field Not Numeric'.
  'For given SACODE, FTEMPCRT + PTEMPCRT is not zero, or greater than the secondary employment.
  'ACTIVITY CODE not found in Table'.
  'CHANGE SA CODE requires SA/SAEMP/PRA/FULL/PART'.

14. SECONDARY ACTIVITY EMPLOYMENT (SAEMP)

- 4 digits numeric
- Values: 0000 to 9999
  Must be zero if SACODE is zero.
  Must be less than total of FTEMPCRT + PTEMPCRT, or zero.
  Must be greater than zero if SACODE is not zero.
- Errors: 'Field Not Numeric'.
  'SAEMP Must be Zero When SACODE is Zero'.
  'SAEMP Must ≠ or be Greater Than FTEMPCRT + PTEMPCRT'.
  'SAEMP Must be Non-Zero When SACODE is Non-Zero'.
  'Change SAEMP requires SA/SAEMP/PRA/FULL/PART'.

15. LENGTH OF OCCUPANCY (LENOCC)

- 4 digits numeric
- Values: Years 00 to 99
  Months 00 to 11
  Either years or months must be 0.
  Both may be zero for a delete.
  Both may be zero for PRACODES
  000-090, 490-499, 211-338, 530-539,
  520-529, 550-569, 516, 517, 664, 799
  911-949
  Must be non-zero in all other cases.

  Errors: 'Field Not Numeric'.
  'Code is Out of Range' (months).
  'LENOCC Months may not = 0 when LENOCC years = 0'.
  'LENOCC Months must be = 0 when LENOCC years not 0'.
  'Change LENOCC to 0 requires PRACODE/FULL/PART'.
  'Change LEN-MM requires PL/NEW/PRACODE/FULL/PART'.

TABLE 5.7 (Cont'd)

16. PREVIOUS LOCATION OF PRESENT TENANT (PLPRETEN)

- 2 digits numeric
- Values: See 'LOCATION CODES' Table 5.1
  May not be '99'.
  May not be zero if LENOCC months is not zero
- Errors: 'Field Not Numeric'.
  'PLPRETEN may not be out-of-business value (99)'.
  'Code not in location code table'.
  'PLPRETEN may not be = 0 when LEN-MM = 0'.

17. NEW LOCATION OF PREVIOUS TENANT (NEWLPTEN)

- 2 digits numeric
- Values: See 'LOCATION CODES' Table 5.1
  May not be '77'.
  May not be zero if LENOCC months is not zero
- Errors: 'Field Not Numeric'.
  'NEWLPTEN may not be 77'.
  'Code Not In Location Table'.
  'NEWLPTEN may not be = 0 when LEN-MM = 0'.

18. BUSINESS NAME (BUSNAME)

- 28 characters alphanumeric
- Values: Full character set, including blank.
- Errors: Company-ID number.
  'Business name begins with a space'.
  'Business name not on Company name file' (if company-ID is coded).

DEFINITIONS AND CODING INSTRUCTIONS

List of Establishments to be Surveyed (Table 5.2)

At the top of each page the main geographical identifiers are shown, in the following order: Municipality, Minor Planning District (MPD), Basic Planning Unit (BPU), Block and Street Name.

PARCEL RECORD LINE

DATA ELEMENT		DESCRIPTION
1.	Type	- 8 = parcel record
2.	Parcel Code	- two digit Parcel Code
3.	Building Name	- building/site/property/business name
4.	Work at H/Constr	- denotes if work at home or whether property under construction
5.	N/S	- number of storeys of building.

The listing for all non-residential establishments consists of the following:

1ST LINE ON OCCUPANT RECORD

DATA ELEMENT		DESCRIPTION
1.	Type	0 = New roll number from current R.P.F. 1 = Current R.P.F. occupancy name data not matched with previous year E.L.A. 2 = Previous E.L.A. occupancy name data not matched with current R.P.F. 3 = Data older than 1 year from current R.P.F. and previous E.L.A. 5 = Surveyed previous year and complete match of R.P.F. and E.L.A. 6 = Roll number on E.L.A. but not on R.P.F. but occupancy less than 1 year old. 7 = Roll number on E.L.A. but not on R.P.F. but occupancy more than 1 year old. 9 = Matched data but vacant.
2.	Street number where available. Not necessarily correct.	

3. Qualifier is a letter or fraction that may occur at the end of a street number.

4. Unit number where available.

5. Roll number, 5 digits.

6. Occupant number, 4 digits.

7. Occupant name.

8. Business name.

9. Establishment name.

10. Time at the location from previous E.L.A.

11. Action Line - action to be taken (if any).

2ND LINE ON OCCUPANT RECORD

	DATA ELEMENT	DESCRIPTION
1.	Roll Number	- 5 digits, not on type 2 or type 5
2.	Occupant Number	- 4 digits, not on type 2 or type 5
3.	Line No.	- 1 stands for first line of keypunching - not on type 2 or type 5
4.	Delete Code	- when a record is to be removed - not on type 2 or type 5
5.	Depart Code	- when a delete is necessary, but the establishment hasn't departed - not on type 2 or type 5
6.	PA	- Prime Activity Code = Land Use Activity Code
7.	FULL	- Full time employment
8.	PART	- Part time employment
9.	SA	- Secondary Activity if significant
10.	SEMP	- Secondary Activity employment
11.	YY & MM	- time at the location (updating from YY & MM on line 1)
12.	PL	- Previous Location of Present Tenant
13.	NL	- New Location of Previous Tenant

3RD LINE ON OCCUPANT RECORD*

DATA
ELEMENT DESCRIPTION

1. Roll Number - 5 digits
2. Occupant Number - 4 digits
3. Line No. - 2 stands for second line of keypunching
4. BUS - Business Name - written in if different from occupant name
5. STREET # - Street Number - written in if different from Street Number on 1st line
6. QUAL - Qualifier - the letter that may occur at the end of a street number.
7. UNIT/SUITE # - Unit or Suite Number - written in if different from UNIT on 1st line.

*in all types where third line exists except in type 2 and type 5. See note below.

NOTE: Types 0, 1, 3, 9 contain all three lines - no data has been filled in on the second and third lines.

Type 2 and Type 5 contains 3 lines. The first is the same. The second line is modified with no delete and depart codes and all the data has been filled in with previous year's survey data. The third line contains roll number, occupant number, line number, delete code and depart code.

Type 6 is the only type which consists of four lines. The first line is the same. The second contains all data filled in from last year's survey. However, there is no delete code and depart code. Third and fourth lines are the same as 2nd and 3rd lines for types 0, 1, 3, 9. See above.

Type 7 is the same as types 0, 1, 3, 9. See above.

There are two different types of entries. The first are establishments that were surveyed last year and therefore do not need to be surveyed. They are type 5's.

The second are all other type establishments that must be dealt with in the following manner:

If "0" look for matching description in a "6" or a "7".

If no match code all data as appropriate on survey form for "0".

If match with "6", delete "6", put an N in depart space and fill in "0" and add one year to the length of occupancy.

If match with "7", delete "7", put an N in depart space and just survey "0".

If "6" has no match with "0" check in field, if the same*, no action necessary, if different, delete "6" and add all data as appropriate on add sheet.

*NOTE: if occupancy is the same but additional or more accurate information is obtained, fill in where appropriate.

If "7" has no match with "0" code all data as appropriate on survey form, if different, delete "7" and add all data as appropriate on add sheet.

TYPES "1" AND "2"

If they match

leave "1" AND "2" blank and write OK on action line.
- data is automatically taken from last year and aged one year.

If they don't match

(a) "1" is right, fill in "1"; leave "2" blank
(b) "2" is right, delete "1"; put "2" on add sheet, leave "2" blank

If both wrong

delete "1"; leave "2" blank; put correct occupant on add sheet

If they match

but want to correct some data in "2"; leave blank in "2", fill in "1"

In a small percentage of cases a "1" and a "7" can match. In these cases, delete "7" and put no depart on "7" and survey "1".

If "3" survey for all data as appropriate.

If "5" take no action unless it is discovered there has been a change, then delete and add all data as appropriate on add sheet.

If "9" unit was vacant, survey all data as appropriate.

The second line data elements in order from left to right are: roll/occupant number, delete action, primary land use activity code, full time employment, part time employment, secondary activity code if significant (factory/office; retail/office), secondary employment if secondary activity code is present (includes full and part time employment and has already been included in the employment figures listed for the primary activity), previous location of present tenant, new location of previous tenant, how long the business has been located there (years or months).

The previous location of present tenant and new location of previous tenant must only be filled out if an establishment has been there less than one year.

In addition to this non-residential establishment listing, the surveyor must fill out an add sheet if:

1. upon surveying in the field an establishment has changed:

   a) a vacant unit is now occupied;

   b) a business has moved and the space is vacant or been replaced by a new business.

The PGU, roll and occupant number, primary land use activity code, full time employment, part time employment, secondary land use activity code and its corresponding employment (if significant), previous location of present tenant, new location of previous tenant, length of occupancy, and business name (if different from occupant name) must be filled out.

Filling Out the Current Employment Survey Sheets (P3.00)

PARCEL RECORD

1. Every piece of property on this non-residential property and occupancy listing must have a code applied to it which identifies its predominant use. This code is a two-digit code called parcel code (pages 5.24 to 5.30).

2. This space is used for the building/site/property name, and, in some cases, the business name. If there is a building name, print it on the space left for this. The name may be listed on the outside of the building or on the directory in the inside of the building. If not, ask if there is a name which the building is commonly called. If the property is a park, for example, put the name of the park in this space. If it is a factory of one occupant with the business name as the only name of the building then print the business name in the space for the building name. If it is a right-of-way etc. with no apparent name, then leave the space blank.

3. Work at Home/Construction - this space can be used to indicate if a business is taking place out of a residence, i.e. doctor's office out of his/her home (code in "0"), or if the property/building is under construction: code in "1" for new development; "2" for addition or renovation; "3" for demolition. If none of these conditions apply, then leave blank.

4. The number of storeys of the building must be filled in. Use two-digits i.e. one story is 01. Usually this information can be obtained from the directory posted inside the entrance to the building or by checking the floors the elevator goes to. Be careful in buildings where banks of elevators only go to certain floors that you are obtaining the highest floor in the building.

OCCUPANT RECORD

1. If the occupant name (the first one listed) is not the same as the name on the sign, door or store then it must be printed on the business line (exactly the same - for example, if it has Ltd. don't put Limited use Ltd.). The establishment name is only there as a guide.

2. For the purpose of producing a listing of Metro's Top Employers, identical business names are grouped together and the employment added up. The result is finding out the total employment for a company in Metro for all their locations. To help facilitate this, the surveyor must consult the listing entitled "E.L.A. - Consistent Business Names" to determine the correct business name. This avoids usage of the possible variations of a company name and ensures that all locations are written down under one name.

3. If the occupant record needs to be deleted then put a Y in the space for delete, i.e. -

DEL: ___

If the establishment has been deleted the new location of previous tenant must be filled out. If unknown, try to find out their new phone number and write it on the action line. If a previously occupied unit is vacant, it is important to find out what happened to the previous tenant by asking neighbours (i.e. relocated, out of business or new phone number). **IT IS VERY IMPORTANT TO ELIMINATE AS MANY UNKNOWNS AS POSSIBLE.**

4. If some of the data on a type "5" is incorrect but the establishment is still there, it should be deleted, and a N put in for not departed and then the correct information put on the add sheet.

5. If the occupant record is a "6" or "7" and it has matched up with a "0", it is deleted. As well as deleting it, an N must be put in the space for departing. This means that although the occupancy is being deleted, it has not departed, i.e. -

DEPART: _____

This applies only if the occupant is still in the same unit. If it has moved to a different unit, then it is a delete.

6. If the occupant has changed it must be deleted (as described in no. 4) and put on an add sheet. On the action line on the current employment listing, the page number and the number of the add sheet must be filled in, i.e.:

ACTION: 2/5

add sheet number	number of line on add sheet

7. Employed: Each of the spaces must be filled out, i.e. if there isn't any part time employment a zero must be put in the space.

Full time employment is people working 20 or more hours per week (includes owner).

Part time employment is people working less than 20 hours per week.

Full time workers and part time workers includes the owner or owners and anyone absent at the time of survey (vacation, sick or other leave) but does not include summer students.

The self-employed (including those gainfully employed in a residence) should all be recorded. The figure does not include staff employed at other fixed addresses (i.e. branches of the same company). However, mobile workers such as bus drivers, insurance, real estate and other salesmen, etc., should be assigned to the main office to which they report or from which instructions originate directing them to assigned tasks. Construction workers should be assigned to the actual site of construction. It is extremely important to pick this employment up.

If you can not obtain the employment or estimate it, then get the phone number of the construction company working there and write it on the action line. This allows the office staff to phone the company and find out the amount of employment at that site.

If you go by a residential construction site and there are people working there and the occupancy isn't on the survey sheet, put it on the add sheet. Use the same geographical identifiers, use the roll number closest and put 7777 in for the occupant number. This also applies to people working from their homes as indicated by a business sign on the lawn or house.

It is also important to be careful and pick up employment in the entertainment and sports categories as it has a potential of not being counted, i.e. ballet companies, opera companies, orchestras, hockey teams, baseball teams, etc.

REMEMBER, YOU MUST OBTAIN ALL THE EMPLOYMENT IN THE AREA YOU ARE SURVEYING

Secondary Activity is only to be investigated at factories, large department stores and offices with a manufacturing component (i.e. data processing, laboratories). The split must be determined between factory/office, retail/office and office/industry. The general rule is that a firm must have a total employment of 50 or more and, that to have a secondary activity, the second activity comprises an employment of 10 or a percentage of 25 or more of the firm's total employment.

Secondary Activity's employment is a total number (includes part time and full time) which is part of the total employment, i.e. if at an occupancy, there are 70 full time and 25 part time in a factory with a significant secondary activity of office with 20 employed all full time, the entry would look like

PA 444 FULL 70 PART 25 SA 713 EMP 20

Therefore, at this location there is an employment of 95.

Generally predominance is determined by the amount of space used for the different activities at the assessable unit level. However, on occasion it would be more logical to code it on the particular activity generating the greatest volume of business. For example, where a particular site comprises both a new and used car sales lot and a repair garage it is likely the greatest return to the company is in the former use which is then classified as the predominant use.

This coded primary characteristic is to describe the actual activity on the site and therefore the name of the company or its main business does not necessarily determine the L.U.A.C. For example, a mining company at a particular site may represent a head office of the mining company or the actual mining operation or a warehouse which stores the products of the operation. If the actual use is the head office use then it should be coded "office", if the actual use is warehouse it should be coded "warehouse", and if the actual use is the mining operation it should be coded "mining". It should be noted that most establishments can generate two L.U.A.C.'s namely office and warehouse. In addition, they also generate a unique activity relating to the main activity of the establishment.

9. Length of Occupancy refers to how long the business has been there in years and months. These must be filled out by 2 digits. If the length is 1 year and 6 months, this must be rounded off to years, i.e. -

YY 02 MM 00

This has been rounded off to 2 years. Therefore, it should be rounded to the closest year. If the establishment name is the same but the occupant name has changed, then the length of occupancy is of the new tenant or occupant name.

All occupancies to be surveyed which have previous information on the E.L.A. Types 2, 3 and 6 all show the previous registered length of occupancy. If the same tenant as previous survey is present and length of occupancy given is different ask which is more accurate and assign the correct one. If using the one previously listed make sure to age by one year.

If the establishment is new to the listing, put the length of occupancy as 11 months even if the occupant indicates the business has been there over one year.

The length of occupancy must be filled out. If the information is unavailable exactly, ask for approximation, i.e. 1 year, 3 years, 5 years, 10 years. If not sure, estimate, then make a note of this on the action line.

The Add Sheets (Table 5.3)

The following rules apply:

1) When a new tenant is added to an existing occupancy, use the same roll and occupancy number. If there is an additional occupancy then the "OCU" number becomes 9999. For each subsequent addition, the "OCU" number is decreased by 1, i.e. 9998, 9997 -use as sparingly as possible.

If the establishment is new to the listing, put the length of occupancy as 11 months even if the occupant indicates the business has been there over one year.

The length of occupancy must be filled out. If the information is unavailable exactly, ask for approximation, i.e. 1 year, 3 years, 5 years, 10 years. If not sure, estimate, then make a note of this on the action line.

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2) The number of the add sheets must be sequentially numbered starting at 1 for each BPU.

3) Previous Location of Present Tenant - when there is a tenant who has been there less than 1 year, it must be determined where the business was located before or if it is a new business. Use the two digit location code for this.

4) New Location of Previous Tenant - where the previous tenant went out of business or to a new location - use two digit location code.

NOTE: 3) and 4) must be filled out for all establishments which have been there less than 1 year and/or are new to the listing.

5) If one of the occupancies that was surveyed last year happens to be incorrect this year (the surveyor just comes across this information by chance) then it can be deleted on the survey sheet. These occupancies should be replaced with either the new establishment or vacant on the add sheet.

6) Qual = qualifier and stands for the letter that may occur at the end of a street number for e.g. 1991A Leslie St. The street number and the unit/suite # are right-justified.

7) Column 24 represents the line number. All add entries consist of two lines.

8) All places of employment must be surveyed. Therefore, if you come across a building with employment yet it is not shown on your sheet, but in fact, it is located in the area you are surveying, it must be put on the add sheet. Each occupancy and all the required information has to be filled in on the add sheet. Use the roll number closest and put 7777 in for the occupant number. The reason that a building may not be on the survey sheet is that it isn't on the assessor's file yet.

MAKE SURE THAT ALL PLACES OF EMPLOYMENT IN THE AREA YOU ARE SURVEYING ARE EITHER ON THE SURVEY SHEETS OR ON THE ADD/DELETE SHEET.

9) Write in page number of survey sheet on the add sheet in space following column #53.

The Call Back Form (Table 5.4)

If the information is unavailable, make a note of action on the action line i.e. call back, needs a letter written. Then on the call back sheet fill out the pertinent information.

Parcel Record and Occupant Record

If the occupant record is a "6" or "7" and it is the only occupant on that parcel, then the occupant must be deleted and no departed and the parcel line must not be filled in but on the action line of the occupant printed "delete parcel". The occupant must be added to the nearest and most appropriate parcel.

Other Rules

1. Rainy Days

   Since this is a field survey, the more time that is spent out in the field surveying, the quicker our project will be completed. Therefore, use your best judgement. Look through your printout in advance for areas that you can save for rainy days, i.e. large buildings.

2. Record of Surveying

   Keep count of the number of properties and corresponding occupancies you have surveyed each day. The number of occupancies is the number of actual entries that have been filled in. Do not count deletes.

3. If you have any problems or questions call the office.

PARCEL CODE

RESIDENTIAL (shelter and home base for other household activities)

Individual Dwellings

01 Single Detached House

Multiple Dwellings

02 Converted single, semi or row - original house form in which one or more additional units have been created.
03 Semi-Detached and Multiple attached - row housing (3 or more horizontally attached units); stacked row housing. Exclude condominium.
04 Condominium multiple attached - row and stacked row condominium housing
05 Plexes - 2 to 6 units.
06 Apartments - more than 6 units. Exclude condominium.
07 Condominium apartments.

Collective Residential

08 'Care' Facilities - Homes for the aged, orphanages, nursing homes.
09 Hostel, Boarding and Lodging Houses.
10 Sorority and Fraternity Houses, University, Nurses, Interns Residences, Y-Residences, Religious Orders, Monasteries

(Commercial) Accommodation

11 Motel
12 Hotel (may have minor retail component)
13 Apartment Hotel Residential
14 Hotel/Office/significant retail component
15 Mixed Res/Non Res in H.D.B. (Not predominant use code)

AGRICULTURAL AND VACANT

Agricultural

18 Lands in Agricultural Production; field crops, market gardening, livestock, etc.

Vacant

19 Unimproved Lands: including small parcel within the built up urban area.

PARCEL CODE (Continued)

UTILITIES (production, distribution, disposal systems of 'Public' Utilities)

Electrical

30 Generating Station
31 H.E.P.C. R-O-W, transformer installations and control stations

Sewer & Water

32 Water Purification and Sewage Treatment Plants, Water Reservoirs, pumping stations (water and sewage), water towers

Refuse Disposal

33 Sanitary Landfill Site
34 Transfer Station, Waste Processing Plant (incineration, recycling, treatment), Hazardous Waste Plant

Municipal Maintenance

35 Maintenance Yards - parks and roads maintenance yards, and other service facilities not part of other defined facilities.

INDUSTRIAL (production/processing of goods and material bulk storage)

Primary Industry

40 Extractive Industry - mining, sand and gravel extraction, quarrying including wayside pit.

Secondary Industry

41 Heavy Industry - Heavy industry includes those production processing uses considered to be noxious due to noise, smell, or heavy fumes. Generally, a large scale operation (e.g., metal production and fabrication, concrete batching, tanning).

PARCEL CODE (Continued)

Secondary Industry (Continued)

42 General Manufacturing: assembly and production of goods and materials; general workshops and printing.
43 Research and Development/Laboratories: product or process development and testing.
44 Mixed Industrial Commercial (Mall)
45 Under Construction

Storage (of bulk goods and materials)

46 Silos, Tanks Storage - grain silos, oil/gas tanks farms, etc.
47 Warehousing: internal storage of goods for distribution. Includes wholesaling and rented storage space.
48 Open Storage: scrap yards, lumber, car distribution centres, etc.

TRANSPORTATION (conveyance of goods and people by vehicles; including terminal and dispatch facilities)

Air

50 Airport: including hangars, terminal, runways, and other facilities.

Rail

51 Station, Depot
52 Right-of-Way tracks: including marshalling yards and rapid transit facilities, subway station.

Road

53 Truck, Depot and Terminal
54 Bus Depot and Terminal: including T.T.C. facilities (bus and streetcar) storage yards.
55 Car Parking: lot and garage.
56 Other: (including taxi dispatch)

Water

57 All Docks, Harbour Facilities: (excludes harbour warehouse facilities and recreational marinas)

PARCEL CODE (Continued)

COMMERCIAL (sale of goods and personal services)

Shopping

60 Individual Store: any single retail or personal service use occupying a single parcel and not attached to another non-residential parcel (e.g., drive-in restaurant, bank, supermarket) but excluding retail warehousing and automotive-related uses.

61 Individual Store attached to another Non-Residential Parcel

62 Individual Store attached to another Non-Residential Parcel with Other Use above: generally offices or apartments above first floor.

63 Multi-Stores and/or Personal Services

64 Multi-Stores and/or Personal Services with Other Use above: generally offices or apartments above first floor

65 Shopping Plaza - a group of comprehensively designed stores providing off-street customer parking in an adjoining parking lot, usually at no charge (open).

66 Shopping Mall - a retail shopping facility with an internal pedestrian access system to the individual stores (closed).

67 Automotive: activities related to the sale and servicing of cars (gas stations, car sales, body shops, etc.)

OFFICE (business administration)

Government/Business

70 Government Office Building: Office building occupied exclusively by all levels of government but excluding legislature or court functions (e.g. MacDonald Block, St. Clair East).

71 General Office Building: office building excluding government office building which may contain a private small retail component. Includes building of private doctor's offices.

72 Office Building/Mixed Commercial: similar to general office but with substantial retail/service component (e.g. T-D Centre).

73 Office Building/Mix Commercial/Residential: mixed use building (e.g. Colonnade).

PARCEL CODE (Continued)

COMMUNICATIONS (Radio, TV, Electronic information systems)

Radio & TV

74 Radio and TV Stations and broadcasting facilities, cable systems. Includes CN Tower.

Telephone

75 Switching stations (not Bell office buildings), mechanical buildings, etc.

Telegraph

76 Telegraph systems.

Other

77 Other Communications Facilities: includes Post Office and Sorting Stations.

INSTITUTIONAL (facilities established for community organization)

Education

80 Day Care or Nursery School
81 Primary Schools: public and separate
82 High Schools: public and separate
83 Other Private Educational Establishments: academic, (e.g. Upper Canada College, cram schools, etc.)
84 Universities, Polytechnicals, Colleges
85 Private Trade Schools: including skill oriented schools - driving, dancing, computer.

Health/Welfare

86 Hospitals, clinics (other than doctor's offices found in office buildings 71) and other health care facilities.

PARCEL CODE (Continued)

Protective & Custodial

87	Police, Fire, Ambulance stations and related facilities.
88	Jails and Penitentiaries
89	Military Installations: including barracks and camps

Government (other than Offices)

20	Legislative Building
21	Law Courts

Cultural

22	Libraries, archives

Religious

23	Places of Worship

Other

24	Other Unspecified Institutions

RECREATION AND OPEN SPACE

Indoor Entertainment

25	Art Gallery (public), Museum, Planetarium
26	Theatre, Concert Hall, Cinema
27	Convention Centre, Exhibition Hall
28	Community/Recreation Centres including YMCA, YWCA, etc.
29	Private Clubs: (Granite, McGill)

Sports Facilities (Note: these denote facility occupying major portion of site)

90	Stadia Arenas, Gymnasia, Ice and Roller Skating Rinks, Racquet Clubs, Bowling Alleys, Curling, Hockey Arenas
91	Swimming Pools, Aquatic Sports

PARCEL CODE (Continued)

Recreational Facilities

92	Zoo, Aquarium, Botannical Garden, Arboretum
93	Race Courses (horses, cars)
94	Fair Ground, Amusement Park. Includes CNE, Ontario Place
95	Golf Courses and Driving Ranges
96	Sports Fields including Court Games

Passive Open Space

97	Major Parks and Valleyland (lands within the major and minor valley system. Includes Edwards Gardens.
98	Park and Major Facilities.
99	Small Parks (under 10 acres in size), Parkettes, Cemeteries

ACTIVITY CODE (OCCUPANCY BASIS)

0 NO PERCEIVED ACTIVITY

00, 09	No Perceived Activity

1 RESIDENTIAL

11, 12	Private Residential
15	Collective Residential

2 RESOURCE PRODUCTION

21	Farming - Livestock
22	Farming - Crops
23	Farming - Mixed & Specialty
24	Forestry
25	Fish & Wildlife Production
29	Other

3 RESOURCE EXTRACTION

31	Shaft Mining
32	Pumping
33	Surface Mining & Quarrying

4 MANUFACTURING

41	Energy Production
42	Raw Material Processing
43	Processed Goods Processing
44	Product Assembly
45	Waste Treatment
46	Research and Development (Laboratories)
47	Printing, Reproduction and Data Processing
49	Construction

5 TERMINAL, STORAGE AND TRANSPORTATION AND COMMUNICATIONS

51	Terminal and Dispatch
52	Storage
53	Warehousing
55	Transportation Movement (Rights-of-Way)
56	Communication and Energy Conductor System (Rights-of-Way)

ACTIVITY CODE (OCCUPANCY BASIS) - Continued

6 SHOPPING, SERVICES, REPAIRS, SERVICING AND RENTALS

61	Retail Shopping
62	Retail Shopping Continued
63	Food Retail Shopping
64	Repairing, Cleaning and Servicing Consumer Commodities
65	Personal Services
66	Business Plant and Equipment Sales and Servicing
67	Rental Services
68	Accommodation Services
69	Retail Non-Public (Wholesaling)

7 OFFICE

71	Mining, Manufacturing, Transportation, Utilities, Construction and Resource Production
72	Finance, Insurance and Real Estate
73	Business Services
74	Technical Services
75	Communication and Media
76	Trade and Personal Services
77	Health Service Offices
78	Government
79	Associations, Other and Ancillary Office Activities

8 INSTITUTIONS

81	Educational, Public
82	Educational, Private (Separate)
83	Health Service Institutions
84	Religious
85	Protective and Custodial
86	Other Institutions

9 ENTERTAINMENT AND RECREATION

91	Outdoor Entertainment (Passive)
92	Outdoor Sporting Recreation (Active)
93	Indoor Entertainment (Passive)
94	Indoor Sporting Recreation (Active)

ACTIVITY CODE (OCCUPANCY BASIS)

0 NO PERCEIVED ACTIVITY

00 No Perceived Activity

000	No Perceived Activity on Body of Water
010	No perceived Activity on Residential Parcel
020	No Perceived Activity on Resource Production Parcels or Occupancies
030	No Perceived Activity on Resource Extraction Parcels or Occupancies
040	No Perceived Activity on Manufacturing Parcels or Occupancies
050	No Perceived Activity on Terminal, Storage, Transportation and Communication Parcels or Occupancies
060	No Perceived Activity on Shopping, Services, Repairs, Servicing and Rental Parcels or Occupancies
070	No Perceived Activity on Office Parcels or Occupancies
080	No Perceived Activity on Institutional Parcels or Occupancies
090	No Perceived Activity on Recreational Parcels or Occupancies

1 RESIDENTIAL

11, 12 Private Residential

111	Single Detached
112	Single Detached Conversion
113	Semi-Detached
114	Semi-Detached Conversion
115	Duplex
116	Duplex Conversion
117	Triplex, Other Plex
118	Triplex and Other Plex Conversions
119	Other Individually attached such as - Townhouse, Row House, Maisonette, Quadrufoil, Stacked Rowhouse
121	Other Individually Attached Conversions
122	Apartment
123	Apartment Conversion
124	Mobile Homes
125	Others such as Residential Accessory and Flats
126	Other Conversions
127	Seasonal Residences (Cottages)
128	Residential Ancillary (open space, pools, lockers, washrooms)

1 RESIDENTIAL (Continued)

15 Collective Residential

151	Boarding and Rooming Houses
152	YMCA, YWCA, Youth Hostels, Salvation Army Hostels, Emergency Accommodation, etc.
153	Hospital Residences
154	Sorority & Fraternity Houses, University Residences
155	Monasteries, Convents, Religious Retreats
156	Homes for the Aged, Sanatoriums, Orphanages, Children's Homes
157	All-Season Camps, Mobile Home Parks, Horse Riding Schools, Several Residences on one property, e.g. Condominium Chalet Development Lodges
158	Military Barracks
159	Other & Collective Ancillary (open space, pools, lockers, washrooms, etc.)

2 RESOURCE PRODUCTION

21 Farming - Livestock

211	Cattle - Beef (feed lots)
212	Cattle - Dairy
213	Pigs
214	Sheep & Goats
215	Poultry
216	Horses
217	Mixed Livestock
218	Animal Shelter (Stockyards)
219	Other Livestock

22 Farming - Crops

221	Tree Crops (Fruits)
222	Vine Crops (Fruits)
223	Vegetables
224	Wheat
225	Grains (Other than Wheat)
226	Tobacco
227	Flowers
228	Mixed Crops
229	Other Crops

2 RESOURCE PRODUCTION (Continued)

23 Farming - Mixed & Specialty

231	Mixed Livestock & Crops
232	Breeding - (Horses, Dogs, Fur-bearing Animals)
233	Sod Farms
234	Tree Farm (Christmas, Sugar Bush)
235	Greenhouses - (Flowers, Mushrooms, etc.)
236	Bee-Honey Production
237	Marine
238	Fallow or Abandoned
239	Other Specialty

24 Forestry

241	Logging
242	Tree Production
243	Field Nursery
249	Other

25 Fish & Wildlife Production

251	Fish Hatcheries
252	Fish Runs & Ladders
253	Wildlife Breeding Stations
254	Wildlife Runs & Crossings
255	Wildlife Habitats
256	Trap Lines
259	Other

29 Other

3 RESOURCE EXTRACTION

31 Shaft Mining

311	Metallic Ore Extraction
312	Non-metallic Ore Extraction
313	Fossil Fuel Extraction

32 Pumping

321	Water
322	Gaseous Fossil Fuel
323	Liquid Fossil Fuel
324	Soluble Mineral

3 RESOURCE EXTRACTION (Continued)

33 Surface Mining & Quarrying

331	Metallic Ore Extraction
332	Fossil Fuel Extraction
333	Rock, Sand and Gravel Extraction
334	Shale and Clay Extraction
335	Marl Extraction (any loose, earthy, crumbly deposit)
336	Other Non-metallic Bedrock Extraction
337	Peat Extraction
338	Earth Fill

4 MANUFACTURING

41 Energy Production

411	Wind Propelled
412	Solar
413	Hydro Electric
414	Fossil Fuel
415	Nuclear
416	Other

42 Raw Material Processing

421	Water Purification and Ice Manufacturing
422	Food Processing (Abattoir, Meat Packing, Brewery, Mills, Cannery, Dairy)
423	Natural Fibres, Rubber & Pelt Processing (Sawmills, Paper Mills, Tannery, Furrier)
424	Rock, Stone and Non-metallic Processing
425	Clay and Fine Aggregate Processing (Glass, Ceramics, Brick, Block, Cement)
426	Ore Processing (Ingots, Castings and Structural Forms)
427	Oil, Natural Gas and Coal Processing and Refining
428	Chemical Processing (Acids, Alkalis, Gases, Salts)
429	Other (Tobacco, Fish Oil)

43 Processed Goods Processing

431	Food (Bakery, Packaged Goods)
432	Textiles, Leather and Rubber
433	Paper and Wood Products
434	Component Parts, Artificial Products, Recreational Equipment, Notions, Toys, Novelties, Miscellaneous Educational Supplies, Jewellery
435	Metal and Metal Products

4 MANUFACTURING (Continued)

Processed Goods Processing

436	Oil, Natural Gas & Coal Byproducts (Varsol, Benzene, Acetylene, Resin)
437	Chemical Products (Plastics, Paints, Medicines)
438	Other Non-metallic Products (Concrete Batching, Asphalt)
439	Other including Finishing and Treatment Processes

44 Product Assembly

441	Clothing
442	Furniture and Fixtures
443	Building Components and Containers
444	Scientific Equipment and Precision Instruments
445	Machinery and Mechanical Equipment, Tools and Hardware
446	Electrical and General Equipment, including Household Appliances
447	Armaments, Munitions and Explosives
448	Vehicles and Vehicular Products (Aircraft, Automobiles, Trains, Tractors, Trailers)
449	Other including General Workshop

45 Waste Treatment

451	Transfer Station
452	Sanitary Land Fill Site
453	Waste Processing Plant (including recycling, processing and treatment)
454	Water Pollution Control Plant
455	Sewage - Sludge Treatment Plant
456	Hazardous Substances
457	Garbage Dump
459	Other

46 Research and Development (Laboratories)

461	Raw Material Development and Testing
462	Processed Products Development & Testing
463	Chemical & Biological Development & Testing
469	Other

47 Printing, Reproduction, Data Processing and Sorting

471	Printing
472	Reproductions (Tapes, Film, Records)
473	Data Processing (Tapes, Ribbons, Disks)
474	Binding
475	Other
476	Sorting Mail, etc. (Post Office Sorting Plant)

4 MANUFACTURING (Continued)

49 Construction

491	Residential - Under Construction
492	Resource Production - Under Construction
493	Resource Extraction - Under Construction
494	Manufacturing Plants - Under Construction
495	Terminal, Storage, Transportation & Communications - Under Construction
496	Shopping & Services - Under Construction
497	Offices - Under Construction
498	Institutions - Under Construction
499	Recreational & Entertainment - Under Construction

5 TERMINAL, STORAGE AND TRANSPORTATION AND COMMUNICATIONS

51 Terminal and Dispatch

511	Bus Terminal
512	Rail and Transit Terminals
513	Dock, Wharf, Ship Terminals
514	Airport (Passenger & Freight Terminals)
515	Broadcasting & Communication
516	Power Transmission & Control Station
517	Pipeline Pumping and Control Station
518	Trucking Terminal
519	Other (including Taxi Dispatch)

52 Storage

521	Open Air Storage
523	Reservoir, Silo and Tank Storage
524	Hangars
525	Open Air Parking
526	Parking Garage
527	Scrap Yards
528	Mineral Aggregate Storage (Wayside Pits)
529	Other

53 Warehousing

530	General or Mixed Warehouse
531	Warehouse Providing Rental Storage
532	Warehouse for Foods and Other Resource Production Goods
533	Warehouse for Resource Extraction Goods

5 TERMINAL, STORAGE (Continued)

534	Warehouse for Chemical Products
535	Warehouse for Electrical, Electronic and Scientific Products, Jewellery, Notions, Novelties and Recreational Goods
536	Warehouse for Textiles, Leather and Rubber Products
537	Warehouse for Metals, Machinery and Equipment
538	Warehouse for Paper, Wood and Office Products
539	Warehouse for Masonry and Ceramic Products

55 Transportation Movement (Rights-of-Way)

551	Road Traffic
552	Railway and Transit Traffic on own Right-of-Way
553	Air Traffic (Along reserved runway approaches)
554	Water Traffic (Through portages and canals)
555	Pipeline Transportation
556	Pedestrian Traffic
559	Other

56 Communication and Energy Conductor System (Rights-of-Way)

561	Power Transmission System
562	Telegraph System
563	Telephone and Cable Systems
569	Other

6 SHOPPING, SERVICES, REPAIRS, SERVICING AND RENTALS

61 Retail Shopping

611	Pharmacies and Drug Stores
612	Clothing Retailing
613	Shoe Retailing
614	Furniture, Carpet and Electrical Appliance Retailing (Stereo, TV, Video)(Radio Shack)
615	Hardware (Canadian Tire)
616	Vehicle Products and Parts (Sales and Showrooms)
617	Variety Store Retailing
618	Department Store Retailing
619	Catalogue Stores

6 SHOPPING, SERVICES, (Continued)

62 Retail Shopping Continued

621	Watch, Jewellery, Cameras and Records
622	Sporting Goods and Toys
623	Newspapers, Periodicals, Book, Stationery, and Office Supplies
624	Other Speciality Stores (Drapery, Florists, Stamps, Ticket & Film Booths)
625	Flower, Vegetable and Tree Nursery Outlets
626	Lumber Yards
628	Bulk Retail (Oil Supplies, etc.)
629	Other and Retail Ancillary (Open Space, Lockers, Washrooms, etc.)

63 Food Retail Shopping

631	Supermarkets (e.g. Dominion, Loblaws)
632	Convenience Food Outlets (e.g. Beckers, Mac's Milk)
633	Speciality Food Stores (Bake Shop, Butcher, Health Foods)
634	Liquor, Beer and Wine Retailing
635	Food and Department Store (Miracle Mart) (50-50 Split)
639	Other

64 Repairing, Cleaning and Servicing Consumer Commodities

641	Clothing and Textiles (Shoes)
642	Furniture, Hardware and Household Appliances
643	Automobile Service and Repair (Gas Station & Car Wash)
644	Automobile Special (Body, Muffler & Transmission Shops, etc.)
646	Welding & Blacksmiths Shop
649	Other

65 Personal Services

651	Restaurant and Tavern
652	Lounge and Bar
653	Drive-in Restaurant
654	Other Fast Food Outlets
655	Cosmetic (Beauty Salon and Barber Shop)
656	Refreshment and Entertainment
657	Burials and Cremations (Cemeteries, Funeral Homes, Crematorium)
658	Animal Boarding Service and Treatment
659	Other (Massage, Palm Reading, Psychic Reading)

6 SHOPPING, SERVICES, (Continued)

66 Business Plant and Equipment Sales and Servicing

661	Sales and Servicing Equipment
662	General Maintenance
663	Heavy Vehicular Equipment Servicing (Trains, Trucks, Trailers, Tractors)
664	Signs (Hoarding and Advertising)
669	Other

67 Rental Services

671	Clothing and Textiles
672	Tools and Light Equipment
673	Vehicle
674	Heavy Equipment
675	Recreational Equipment
676	Video
679	Other

68 Accommodation Services

681	Tourist Homes
682	Tourist Cabins
683	Motels
684	Motor Hotels
685	Hotels
686	Seasonal Collective Residence e.g. Summer Camps, Winter Camps, Hockey Schools, R.V. (trailer) Campgrounds, Several Residences on one property (ski-chalet development), Lodges
689	Other Accommodations

69 Retail Non Public (Wholesaling)

690	Retail Wholesaling of General or Mixed Goods
692	Retail Wholesaling of Food and Other Resource Production Goods
693	Retail Wholesaling of Resource Extraction Goods
694	Retail Wholesaling of Chemical Products
695	Retail Wholesaling of Electrical, Electronic and Scientific Products, Recreation Equipment, Notions, Toys, Novelties, Miscellaneous Educational Supplies, Jewellery
696	Retail Wholesaling of Textiles, Leather and Rubber Products
697	Retail Wholesaling of Metal Machinery and Equipment
698	Retail Wholesaling of Paper, Wood and Office Products
699	Retail Wholesaling of Masonry and Ceramic Products

7 OFFICE

71 Mining, Manufacturing, Transportation, Utilities, Construction and Resource Production

711 Mining and Mineral Exploration
712 Integrated Oil Companies
713 Manufacturing
714 Transportation Operations (Airlines, Railways, Bus and Trucking Companies, etc.)
715 Travel Agencies, Airline Reservations
716 Other Transportation (Shipping and Forwarding Agencies, Brokers, etc.)
717 Utilities (Bell Canada)
718 Construction
719 Resource Production (Farming, Fishing, and Forestry)

72 Finance, Insurance and Real Estate

721 Bank and Trust Company Branches
722 Banks and Trust Companies: Administrative Offices
723 Investment Services (Investment Dealers, Mutual Funds, Exchanges and Exchange Services)
724 Financing (Consumer and Business Finance, Consumer Loans, Business Finance, Mortgage Brokers)
725 Insurance Companies (Life Insurance, General Insurance, Mixed - Life and General)
726 Other Insurance (Insurance Agencies and Insurance Adjusters)
727 Real Estate Developers
728 Real Estate Agents (Brokers)
729 Miscellaneous

73 Business Services

731 Law Firms
732 Accountants
733 Management Consultants (Placement Services, Actuarial Services, Market Research, Other Research)
734 Advertising Agencies
735 Public Relations Consultants
736 Photographers and Graphic Artists
737 Personnel Services (including Theatrical Agencies)
738 Computer Services (Computer Programming, Computer Consulting, Other EDP Related Offices)
739 Other Business Services (Investigation Services, Real Estate Management, Janitorial Services, Maintenance, Other and Not Specified Business Services)

7 OFFICES (Continued)

74 Technical Services

741	Architects and Town Planners (including Landscape Architects)
742	Engineering Consultants (Diversified Engineering, Construction Engineering, Industrial Engineering, Mining Services, Other Engineers)
743	Industrial Designers
749	Other Technical Services (including Interior Designers)

75 Communication and Media

751	Radio and TV Stations
752	Program Producers
753	Program and Film Distributors
754	Film and Recording Studios
755	Book Publishers
756	Periodical Publishers
757	Newspaper Publishers
758	Other Radio, TV, Motion Picture and Publishing

76 Trade and Personal Services

761	Retail Trade Administration (Sales Representative)
762	Wholesale Trade (Import and Export) Administration (Manufacturer's Agent)
763	Accommodation, Entertainment and Food Services
764	Other Personal Services
769	Other Trade

77 Health Service Offices

771	Doctors and Physicians
772	Dentists
773	Opticians and Optometrists
774	Other Health Service Practitioners (Chiropractors, Physiotherapists)
775	Laboratories and other related services, Radiologists, etc.

78 Government

781	Federal
782	Post Offices
783	Provincial
784	Regional or County
785	Local Municipal
786	Foreign (Embassies, Consulates, Trade Commissioners, etc.)
787	Education

7 OFFICES (Continued)

79 Associations, Other and Ancillary Office Activities

791	General Civic Associations
792	Business Associations
793	Professional Associations
794	Labour Associations, Trade Unions
795	Religious Organizations and Associations
796	Miscellaneous Associations
797	Other Offices Not Classified Elsewhere
799	Office Ancillary (Open Space, Lockers, Washrooms, etc.)

8 INSTITUTIONS

81 Educational, Public

811	Nursery, Kindergarten or Day Care Centres
812	Elementary Schools
813	Junior High Schools
814	Secondary Schools
815	Community Colleges
816	Universities and Polytechnics (Ontario College of Art)
817	Other Public Educational Establishments

82 Educational, Private (Separate)

821	Nursery, Kindergarten or Day Care Centres
822	Elementary Schools
823	Junior High Schools
824	Secondary Schools
825	Colleges
826	Schools of Art and the Performing Arts
827	Skill-Oriented Educational Establishments (Driving Schools, Karate, etc.)
829	Other Private Educational Establishments

83 Health Service Institutions

831	Hospitals
832	Clinics and Community Health Services
834	Ambulance Stations
839	Other Health Service Institutions

8 INSTITUTIONS (Continued)

84 Religious

841 Places of Worship

85 Protective and Custodial

851 Police Stations
852 Fire Halls
853 Gaols and Penitentiaries

86 Other Institutions

861 Legislative (Parliament and Houses of Legislative Assembly)
862 Courts of Law
863 Libraries and Archives
869 Institutions Not Elsewhere Specified

9 ENTERTAINMENT AND RECREATION

91 Outdoor Entertainment (Passive)

911 Natural and Historical Sites
912 Botanical Garden
913 Zoological Garden
914 Aquatic Garden, Aquarium
915 Drive-in Cinema
916 Fairground, Amusement Park, Circus
917 Race Tracks (Horses, Dogs)
918 Outdoor Sports Stadiums
919 Other

92 Outdoor Sporting Recreation (Active)

921 Swimming and Bathing Beach
922 Camping and Picnicking
923 Open Water Activities (Boating, Fishing, Skiing)
924 Parks and Open Areas (Hunting, Walking, Hiking, Horseback Riding, Cycling)
925 Open Area Winter Sports (Skiing, Downhill and Cross-country, Snowmobiling, Snowshoeing)
926 Golf Courses and Driving Ranges
927 Courts (Tennis, Lawnbowling, etc.)
928 Field Game Activity (Football, Baseball, etc.)
929 Other

9 ENTERTAINMENT AND RECREATION (Continued)

93 Indoor Entertainment (Passive)

931	Theatre
932	Concert Hall
933	Cinema
934	Art Gallery, Museum
935	Exhibition Hall
936	Planetarium
937	Indoor Stadiums and Arenas
939	Other, Indoor Entertainment Ancillary

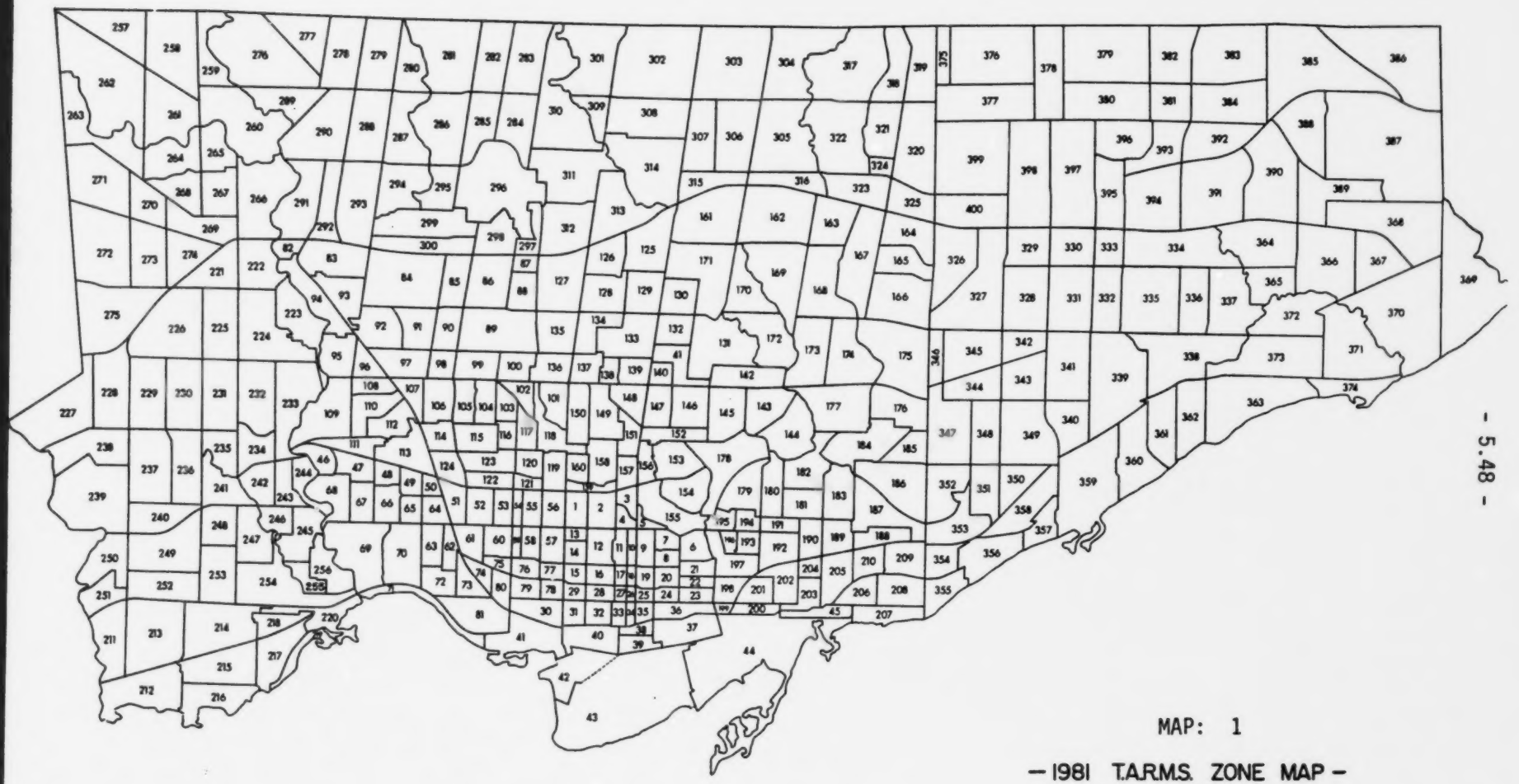
94 Indoor Sporting and Recreation (Active)

941	Community Stadiums, Arenas and Recreation Centres
942	Gymnasium, Ice & Roller Skating Rink
943	Bowling Alley, Curling Rink
944	Billiards, Pool Hall, Amusement Arcades
945	Swimming Pool
946	Multi-purpose Clubs & Halls (Banquet, Dance, Boulevard Club)
947	Exercise Facility (Vic Tanny's)
949	Other, Indoor Sporting Ancillary (Open Space, Lockers, etc.)

GEOGRAPHICAL AREAS

Map 1 to 5 describe pertinent geographical areas for Metropolitan Toronto and the Metropolitan Region:

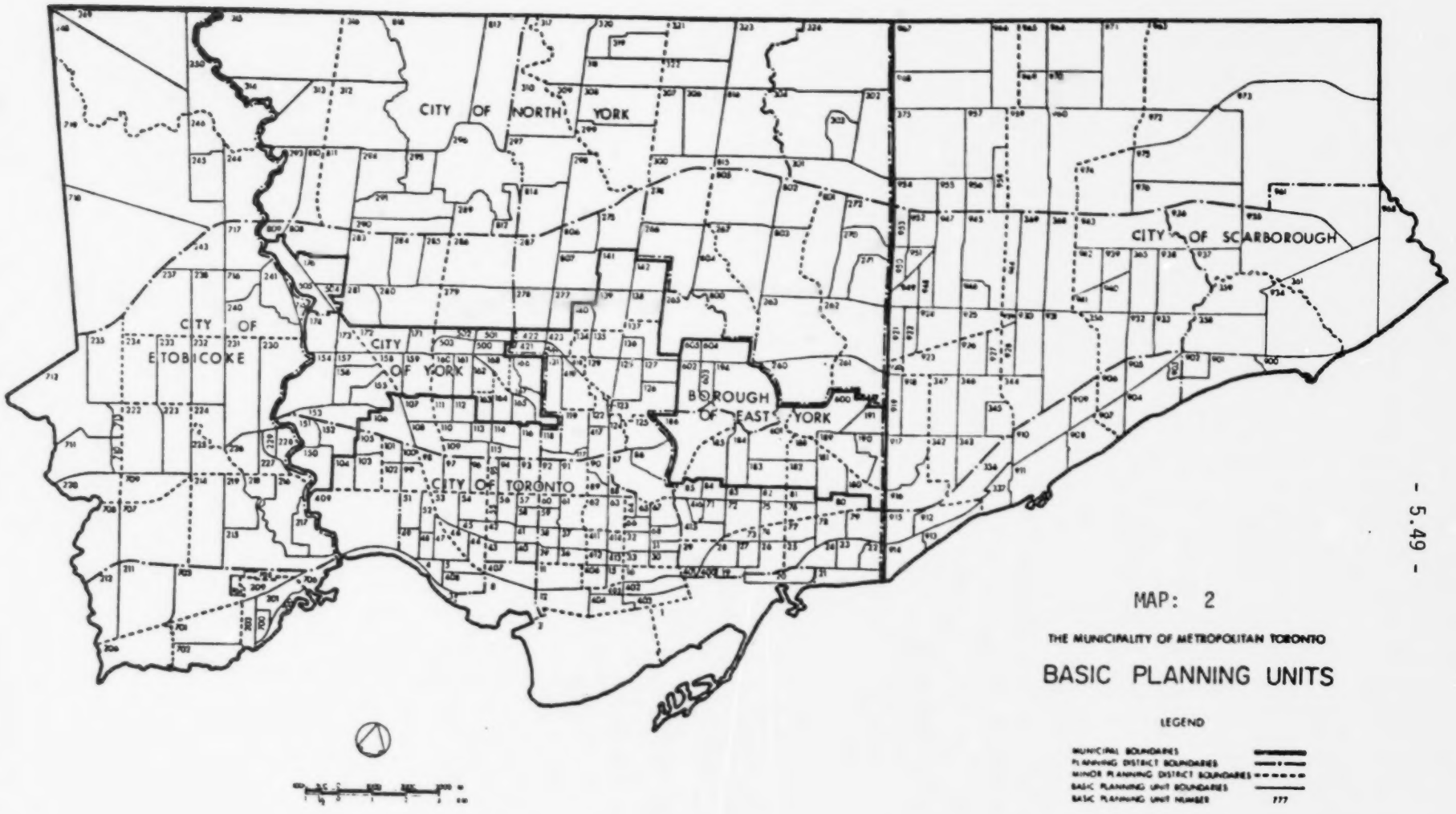
Map 1	defines the T.A.R.M.S. Zone (Traffic Zones) in Metropolitan Toronto;
Map 2	defines the Basic Planning Units in Metropolitan Toronto;
Map 3	defines the Major and Minor Planning Districts in Metropolitan Toronto;
Map 4	defines the Municipalities in the Metropolitan Region and the appropriate Location Codes.



MAP: 1

— 1981 T.A.R.M.S. ZONE MAP —

(TORONTO AREA REGION MODEL STUDY)



MAP: 2

THE MUNICIPALITY OF METROPOLITAN TORONTO

BASIC PLANNING UNITS

LEGEND

MUNICIPAL BOUNDARIES
PLANNING DISTRICT BOUNDARIES
MINOR PLANNING DISTRICT BOUNDARIES
BASIC PLANNING UNIT BOUNDARIES
BASIC PLANNING UNIT NUMBER 777

NUMBER OF B.P.U.'s

TORONTO	147
SCARBOROUGH	92
NORTH YORK	73
ETOBICOKE	58
YORK	30
EAST YORK	18
METRO	418

MAP: 3

PLANNING DISTRICTS MAP

1 Major Planning Districts

1a Minor Planning Districts

THE MUNICIPALITY OF METROPOLITAN TORONTO PLANNING DEPARTMENT

MAP: 4

LOCATION CODE BY MUNICIPALITY

KEYPUNCHING INSTRUCTIONS

If Type 0, 1, 3, 6, 9	(i)	filled in-Key Geographical Identifier and information on second and third lines, (for type 6 third and fourth lines),
	(ii)	indicates 'Y' in delete field and 'N' in depart field, this record must be deleted, key Geographial Identifier and 'Y', 'N'.
	(iii)	indicates 'Y' in delete field, this record must be deleted, key Geographical Identifier and 'Y' in delete field.
If Type 2		take no action (unless data has been written in, then key).
If Type 5	(1)	take no action unless 'Y' in delete field and/or 'N' in depart field filled in, if so, key in.

All ADD sheets are keyed as is.

NOTE: GEOGRAPHICAL IDENTIFIER
consists of the following

'top of page'

MUNC: 01 MPD: 131 BPU: 347 BLOCK: 03100

'2nd Line - first 9 characters'

01400 0010

SURVEY CORRECTIONS

RUNNING COMPLETED SURVEY LISTINGS (P300)

Steps

1. The first time that part of a municipality is sent over to Management Services Department, the form "Split and Verify Employment Survey Transactions" (MPR407P0) is filled out and sent with the binder of survey sheets). Write note on it "Just key in, please do not run."

2. When the survey sheets for a whole municipality have been taken to MSD, verbally tell them this municipality can now be run. Note: in the case of the last municipality, i.e. City of Toronto, edit checks can be made on part of municipality.

TRANSACTION EDIT ERRORS (MPR24000)

The occupancies listed are errors. They have been kicked out. If the occupant is not wanted then no action is necessary. Each occupancy that is listed has a corresponding error message. These are:

1. -- CODE NOT IN LOCATION CODE TABLE (see page 5.3)

2. MUNC (municipality)
   MPD (minor planning district)
   BPU (basic planning unit)
   PRACODE (prime activity code)
   LENOCC-MONTH (length of occupancy in months)
) CODE IS OUT OF RANGE

3. PRACODE
   SACODE (secondary activity code)
) ACTIVITY CODE NOT FOUND IN TABLE: (see page 5.33 thru 5.46)

4. MINOR PLANNING DISTRICT
   BASIC PLANNING UNIT
   BLOCK NUMBER
   ROLL NUMBER
   OCCUPANT NUMBER
   STREET NUMBER
   PRIME ACTIVITY CODE
   CURRENT FULL TIME EMPLOYMENT
   CURRENT PARTTIME EMPLOYMENT
   SECONDARY ACTIVITY CODE
   SECONDARY ACT EMPLOYMENT (secondary activity employment)
   LENGTH OF OCCUPANCY
   PREV LOC OF NEW TENANT (previous location of present tenant)
   NEW LOC OF PREV TENANT (new location of previous tenant)
) FIELD NOT NUMERIC

5. ADD MISSING A CARD TWO (second line of add missing usually the result of some slight change in number in the sequence of geographical identifiers).

6. BUSINESS NAME BEGINS WITH A SPACE (does not start on column 25).

7. CARD NUMBER INVALID FOR TRANS TYPE (check and make sure have line 1).

8. CHANGE LEN-MM REQUIRES PL/NEW/PRACODE/FULL/PART (need previous location of present tenant and new location of previous tenant).

9. CHANGE LENOCC TO ZERO REQUIRES PRACODE/FULL/PART (if length of occupancy is filled in then need prime activity code and its employment).

10. CHANGE SACODE REQUIRES SA/SAEMP/PRA/FULL/PART (if there is a secondary activity code there must be accompanying employment as well as prime activity code and its employment).

11. CHANGE SAEMP REQUIRES SA/SAEMP/PRA/FULL/PART (if secondary employment filled in then secondary activity code as well as prime activity code and its employment must be there).

12. DEPART INDICATOR IS N - DELETE REJECTED (when depart field filled in, the occupant is not deleted).

13. DEPART INDICATOR IS NOT Y OR BLANK (check delete field for mistake).

14. EMPLOYMENT CHG REQUIRES PRACODE/FULL/PART (if employment filled in, need activity code).

15. FIRST CARD FOR AN ADD CARD MUST BE A CARD ONE (need two lines for an add).

16. FOR GIVEN SACODE, FULL + PART TIME IS NOT 0 (if there is a secondary activity there must be employment).

17. FULL/PART TIME MUST = ZERO FOR GIVEN PRACODE (for these codes see page 5.11).

18. FULL TIME MUST BE ZERO FOR GIVEN PRACODE (for these codes see page 5.11).

19. FULL/PART TIME MAY NOT = 0 FOR GIVEN PRACODE (see list of relevant activity codes, page 5.11).

20. FULL/PART TIME MUST BE > THAN SAEMP (employment with the prime activity code must be greater than secondary activity's employment).

21. INVALID CARD NUMBER (line number must correspond with the information, i.e. business name always one card number 2).

22. INVALID TRANSACTION TYPE (transaction type must be a 1 - delete; 2 - add; 3 - update.

23. LENOCC - EITHER MONTH OR YEAR MUST BE ZERO (length of occupancy over one year is rounded to nearest year).

24. LENOCC MUST BE = ZERO FOR THIS PRACODE (for relevant activity codes see page 5.12).

25. NEWLPTEN MAY NOT BE 77 (new location of previous tenant can not be new business).

26. NO PRIMARY BUSINESS NAME FOR ALIAS (see "Business Name Variations").

27. NUMBER CODE NOT IN LOCATION CODE TABLE (see location code table for valid numbers).

28. PLPRETEN MAY NOT BE = 0 WHEN LEN-MM ZERO (if length of occupancy is over zero and under one year, then previous location of present tenant must be filled in).

29. PLPRETEN MAY NOT BE OUT OF BUSINESS VALUE (99) (the previous location of present tenant must not be out of business).

30. PRACODE - ACTIVITY CODE NOT FOUND IN TABLE: (put in correct activity code).

31. PRACODE - CODE IS OUT OF RANGE (mistake in prime activity code).

32. PRACODE CHG REQUIRES PRACODE/FULL/PART (full time and part time employment must be filled in).

33. SACODE - ACTIVITY CODE NOT FOUND IN TABLE: (see activity code).

34. SAEMP MUST BE NON-ZERO WHEN SACODE IS NON-ZERO (if secondary activity code present then it must have employment).

35. SAEMP MUST BE ZERO WHEN SACODE IS ZERO (if there is no secondary activity code then there can be no employment).

MPR410P0 EDIT & VERIFICATION ERROR CORRECTION

1. Edit errors appear on the 'TRANSACTION EDIT ERRORS' report (MPR24000). These are transactions which have an invalid code, etc. and they have been rejected by the system.

2. Verification errors appear on the following listings (MPR250):

   TRANSACTION FILE UPDATE ERRORS - rejected records.

   TRANSACTION FILE UPDATE WARNINGS - are accepted but they may cause errors in the E.L.A. Create run.

3. Accepted transactions appear on the 'TRANSACTION FILE REGISTER'.

To Correct Edit Errors:

1. Check the transaction REGISTER for other transactions for the same occupancy. Be sure that the corrected transaction will not cause validation errors when compared with the transactions already on the file (if any).

2. The messages to the left of the transaction indicate what is wrong with the record. Refer to Edit rules (following) for allowed values. Enter the entire transaction (corrected) on an 'EMPLOYMENT SURVEY UPDATE' sheet (ELA.5-3.82.11) and submit.

To Correct Verification Errors:

1. Check the transaction REGISTER for other transactions for the same occupancy. Be sure that the corrected transaction will not cause more errors when compared to the transactions already on the file (if any).

2. The messages to the right of the transactions indicate what is wrong with the combination of records.

3. If necessary, enter the corrected transaction on an 'Employment Survey Update' sheet (ELA.5-3.82.11) and submit.

4. Verification errors can be forced, to delete records from the transaction file.

   - The following combinations of transactions cause both to be rejected:

     Delete and change
     Add and change
     Type 3 and type 4 (for the same record).

   - Where there are 2 transactions of the same type (other than type 3), the newer record is kept, and the older record is dropped.

   Thus, if a delete is accepted, but it should have been an add, code a change for the record (to reject the delete) and code the correct add.

   If a change was accepted but the values are not what they should be, simply input the corrected change, and the first record will be dropped.

TRANSACTION FILE UPDATE WARNINGS AND ERRORS (MPR250)

Message	
Delete - No Add Warning	- ignore
Add - No Delete Warning	- problem when ocu# not created by surveyor: ie 9999; 7777
Delete/Change Reject **Delete/Change Reject**	- an occupancy listed twice; first as a type 1; second as a type 3 - can't have type 1 and 3 for same occupancy so occupancy has been rejected
Duplicate Dropped	- ignore
Add/Change Reject **Add/Change Reject**	- an occupancy listed twice; first as a type 2; second as a type 3 - can't have type 2 and 3 for same occupancy so occupancy has been rejected
Delete/Change Reject **Delete/Change Reject** **Add-No Delete Warning**	- an occupancy listed three times; type 1 and 3 are rejected; and, therefore, type 2 has not been deleted
Action to be Taken:	1) these occupancies must be looked up on the survey sheets to determine what the occupant should be; 2) the corrections should be written right on the error listing sheet; 3) corrections must be entered into a created data set on the terminal; 4) all blank spaces must be filled in with zeros.

NOTE: Where there are 2 transactions of the same type (other than type 3), the newer record is kept, and the older record is dropped.

MASTER FILE UPDATE TRANSACTION RECORD (MPR26000)

Listing is requested on form "ELA Create" MPR415P0 and is run when errors on MPR24000 and MPR250 are corrected. Each occupancy that is listed has a corresponding error message. These are:

1. ADD FOR EXISTING E.L.A. RECORD (check transaction register (part of MPR250) to see if the correct occupancy has been accepted and there is a corresponding delete, if so, no action is necessary. If not, put correct add back in (note: the latest add is accepted).

2. DELETE FOR NON-EXISTENT E.L.A. RECORD (to get rid of this occupancy put in a change (type 3) with exact geographical identifiers and falsify the information and put WRONG for the business name (that is because when it is rejected on the MPR24000 it can quickly be seen as incorrect).

3. DUPLICATE DROPPED (check on survey sheets and, if necessary, add the dropped occupant at a new occupant number).

4. MODIFY FOR NON-EXISTENT DEPARTURE (type 4 and not departed record - only occurs after run P3.02).

5. REJECTED PROPERTY NOT ON FILE (this occupant has been rejected because the roll number is incorrect).

6. REJECTED - MUNICIPALITY NOT MATCHED (when an occupant with a different municipality than the municipality requested - always at the top of the listing and can be ignored as long as it shows up in the correct municipality).

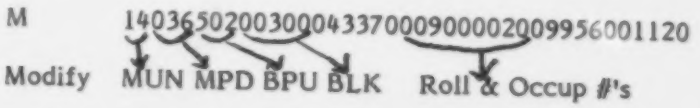
7. REJECTED TRANSACTION TYPE (the occupant has been rejected because the transaction type is not a 1 - delete; 2 - add; 3 - update; M - modify (last year's E.L.A.).

8. UPDATE FOR NON-EXISTANT E.L.A. RECORD (must find out what the correct geographical identifiers are).

9. WARNING - CRT-YR AND PRACODE ARE ZERO (a type M where there is no information filled out on that occupancy).

NOTES

1. On transaction type M, the geographical identifier contains some AGU numbers. To identify the geographical identifier sequence as used in E.L.A. survey sheets, see the following example:



2. Keep track of number of transactions, properties, etc. for each municipality. These are listed at the end of the MPR26000.

ERROR LIST OF PARCEL FILE UPDATES (MPR 27000)

Invalid transactions are listed with corresponding error messages. Possible error messages are as follows:

INVALID H/W CONS CODE.

INVALID NUMBER OF STOREYS (the number of storeys, which is a three digit number, must be filled in for applicable parcel codes).
Non-Applicable Parcel Codes are the following:
18,19,31,33,
35,40,48,52,
55,56,57,77,
95,96,97,98,
99

INVALID PARCEL CODE (the code must be contained in the parcel code, see page 5.24 thru 5.30).

INVALID CARD NUMBER (must have column 24 filled in with an 8, this means parcel line).

WARNING LIST OF PARCEL FILE UPDATES (MPR27000).

Warnings are listed out:

WARNING INVALID BLDG NAME (to be valid in 1986 when every building (where applicable) should have a name from 1985 survey).

List all parcel lines that have been updated by the survey. (See example outline on page 5.61).

TRANSACTION FILE REGISTER

TRAN TYPE	PGU MUN	MPD	BPU	BLK	ROLSB	CRD NUM	CD	BUILDING NAME	H/W CONS	NUM ST	SITE AREA	FLOOR AREA	YEAR BLT	FRONT	DEPTH	UNIT MSR
3	19	086	214	02400	00100	8	71	CHEMPAC POWDER		001						
3	19	086	214	02400	00200	8	71	CHEMPAC POWER		001						
3	19	086	214	02400	00300	8	67	SHELL		001						
3	19	086	214	02400	00400	8	71	INTROTEL COMMUNICATIONS INC		001						
3	19	086	214	02400	00500	8	42	IHEL		001						
3	19	086	214	02400	00600	8	42	EASTERN REFRIGERATION SUPPLY		001						
3	19	086	214	02400	00700	8	42	CHEMPAC POWDER		001						
3	19	086	214	02400	00800	8	44			001						
3	19	086	214	02400	00900	8	71	CANLAB		001						
3	19	086	214	02400	01000	8	42	GARLOCK OF CANADA LTD		001						
3	19	086	214	02400	01100	8	71	B F GOODRICH		001						
3	19	086	214	02500	00100	8	71			001						
3	19	086	214	02500	00200	8	60	ATLAS BUSINESS MACHINES		001						
3	19	086	214	02500	00300	8	71			001						
3	19	086	214	02500	00400	8	42	ALEXANDER'S GALLERY		001						
3	19	086	214	02500	00500	8	67	APPLE AUTO GLASS		001						
3	19	086	214	02500	00600	8	67	SUNSHINE AUTO COLLISION		001						
3	19	086	214	02500	00700	8	67	BERO MOTORS LIMITED		001						
3	19	086	214	02500	00800	8	67	PETRO-CANADA		001						
3	19	086	214	02500	00900	8	67	KIPLING KARWASH LTD		001						
3	19	086	214	02500	01000	8	67	RANGE TRUCK RENTAL		001						
3	19	086	214	02500	01100	8	42	GUILDHALL CABINET SHOPS LTD		001						
3	19	086	214	02500	01200	8	67	ROYAL YORK AUTO COLLISION LTD		001						
3	19	086	214	02500	01300	8	67	ADVANCE AUTO ELECTRIC & PARTS LIMITED		001						
3	19	086	214	02500	01400	8	60	PRINTING EQUIPMENT		001						
3	19	086	214	02500	01500	8	71	FINDLAY JONES INSULATION LTD		001						
3	19	086	214	02500	01600	8	42	ACTION METALLIZING & MACHINE CO. LTD.		001						
3	19	086	214	02500	01700	8	67	ALL WHEELS AUTO		001						
3	19	086	214	02500	01800	8	71	SAFARI ARMS LTD		001						
3	19	086	214	02500	01900	8	71	ZESTA ENGINEERING		001						
3	19	086	214	02500	02000	8	60	NATIONWIDE ELECTRONICS LTD		001						
3	19	086	214	02500	02100	8	42	CANADA SPONGE & CHAMOIS		001						
3	19	086	214	02500	02200	8	71	TA TUNG CHINA & ARTS INC		001						
3	19	086	214	02500	02300	8	42			001						

AUDIT TRAIL OF PARCEL FILE (MPR27500)

Listing is requested on form MPR470P0 and is run when errors on MPR460P0 are corrected. Each parcel that is listed has a corresponding error message. These are:

1. TRANSACTION REJECTED--TRANSACTION TYPE MUST BE 1 OR 3 (type 1 is delete and type 3 is an update - these are the only acceptable types - check with survey sheets to see what the correct type is).

2. TRANSACTION REJECTED--CARD NUMBER MUST BE 8 OR 9 (there are two update sheets for the parcel file):

   1) this has card number 8 and the parcel code; building name; work at home/under construction can be updated (used by field surveyors);

   2) this has card number 9 and the site area; floor area; year built; frontage; depth; unit of measure can be updated (used for updating in office).

3. TRANSACTION REJECTED--TRANSACTION TYPE 1 MUST HAVE CARD NUMBER 8 (a parcel can only be deleted using the parcel file update sheet and card number 8).

4. RECORD DELETED FROM MASTER (indicates that a parcel has been deleted).

5. TRANSACTION REJECTED--DUPLICATE RECORD (no action necessary as long as record entered is the one that is correct).

6. TRANSACTION REJECTED--PREVIOUS TRANSACTION DELETED MASTER (since there is no capacity to add parcels, once a parcel has been deleted an update can not be done to it. This must be checked to see what is valid, the update or the delete).

7. TRANSACTION REJECTED--NO MATCHING MASTER FOUND (there is a mistake in the geographical identifiers).

PARCEL UPDATE FROM E.L.A. ACTIVITY REPORT (MPR28500)

This is a listing ot which parcels have no occupancies and which occupancies have no corresponding parcels. The error messages are:

ADDED PARCEL REC (parcel code has not been filled in, occupant has been deleted; action is usually to delete the parcel, but look up on survey sheets to verify).

ELA DATA MISSING (the occupant has been deleted but the parcel data has been filled in - action is usually to delete the parcel but look up on survey sheets to verify).

SUBMITTING OCCUPANCIES CORRECTIONS

Steps

1. Create a data set on terminal.
   Each municipality and set of corrections need a new data set. Number by municipality and sequentially, i.e. 081, 082. Never reuse a number.

2. If the number of corrections in inputting the data set are small; print them out on the local printer and check for inputting mistakes.

3. Always make a copy of the data set as backup because once the data set is run it will no longer exist on line. Having a copy facilitates any future corrections that it may be necessary to make.

4. Fill out forms for MPR410 and/or MPR415 (see pages 3.15 and 3.17 as required, writing in the data set name 'mpr01.survey.trans.occup01-09').

5. Deliver Forms to Management Services Department.

Repeat Steps 1 to 5 until all errors are corrected.

SUBMITTING PARCEL CORRECTIONS

Steps

1. Create a data set on terminal.
   Each municipality and set of corrections need a new data set. Number by municipality and sequentially, i.e. 061, 062. Never reuse a number.

2. Print out the corrections on the local printer and check for inputting mistakes.

3. Always make a copy of the data set as backup because once the data set is run it no longer exists. Having a copy facilitates any future corrections that it may be necessary to make.

4. Fill out form for MPR470 (see pages 3.23 as required, writing in the data set name 'mpr01.survey.trans.parcl01-09').

5. Deliver Forms to Management Services Department.

Repeat Steps 1 to 5 until all errors are corrected.

SECTION 6

REPORT PROGRAMS

SECTION 6 REPORT PROGRAMS

The following series of Report Listings and Tabulations are generated in the operation of the Employment, Land Use and Assessment Information System. The P3 Series reports are broken down in the following sections:

P3.0 - Survey and Verification of Information Listings

P3.1 & P3.5 - Main Employment, Establishment and Assessment Reports generated from the Work Files for checking or the Final Year Files for publishing purposes.

P3.2 - Reports generated from the Departing Establishments File

P3.3 - Reports generated from the Arriving Establishments File

P3.4 - Net Gain Reports generated from a combination of the Departing and Arriving Establishments Files

P3.6 - Reports Generated by Final Parcel E.L.A.

Employment and Assessment Report Listings and Tabulations

Program	
P3.00	Listing of All Non-Residential Occupancies by P.G.U. and Address in Metropolitan Toronto for Current Year Field Survey
P3.01	List of Non-Residential Occupancies by Specific Groupings
P3.02	List of Departing Establishments by Alphabetic Order of Occupant Name, All Metropolitan Toronto
P3.03	List of Arriving Establishments by Alphabetic Order of Occupant Name, All Metropolitan Toronto
P3.04	Compare Difference of 25% Employment Compare Difference of 150 or More Employment
P3.05	Incorrectly Coded Activity Codes, Secondary Employment Greater Than Primary Employment
P3.06	Incorrect Part Time Employment Totals
P3.11	Listing of All Non-Residential Occupancies by P.G.U. and Address in Metropolitan Toronto with Latest Available Employment
P3.12	Total Taxable Realty, Business and Exempt Assessments by Six Employment Categories by Municipality (other than residential individual)

P3.13 Employment and Establishments by Six Categories

P3.14 Employment and Establishments by Ten Categories

P3.15 Employment and Establishments by Twenty-nine Categories

P3.16 All Establishments by Seven Employment Sizes by Six Employment Categories

P3.17 Employers in Metropolitan Toronto by Employment Size

P3.18 Listing of All Non-Residential Occupancies by Business Name in Metropolitan Toronto with Latest Available Employment.

P3.50 Employment and Establishments by Six Length of Occupancy Time Periods by Six Employment Categories

P3.51 Establishments and Employment by Twenty-Three Categories in Manufacturing Sector

P3.52 Establishments and Employment by Seventeen Categories in Office Sector

P3.53 Establishments and Employment by Seventeen Categories in Retail Sector

P3.54 Establishments and Employment by Seventeen Categories in Service Sector

P3.21 List of Establishments that Left Their Previous Address within Metropolitan Toronto in the Past Year

P3.22 Number of Establishments and Employment Moving over Past Year from Previous Location within Metropolitan Toronto by Six Employment Categories

P3.23 Pattern of Movement over Past Year of Departing Establishments and Employment within Metropolitan Toronto Municipalities and Beyond by Six Employment Categories

P3.24 Departing Establishments over Past Year from Each Municipality and Metropolitan Toronto by Seven Employment Sizes and Six Employment Categories

P3.25 Taxable Realty, Business and Exempt Assessment by Six Employment Categories of Establishments Moving over Past Year from Previous Address within Metropolitan Toronto by Municipality

P3.31 List of New Establishments by Location Arriving in Metropolitan Toronto in Current Year

P3.32 Number of Establishments and Employment Arriving in Current Year at a New Location in Metropolitan Toronto by Six Employment Categories

P3.33 Pattern of Movement in Current Year of Arriving Establishments and Employment to Metropolitan Toronto Municipalities by Six Employment Categories

P3.34 Arriving Establishments in Current Year by Each Municipality and Metropolitan Toronto by Seven Employment Sizes and Six Employment Categories

P3.35 Taxable Realty, Business and Exempt Assessments by Six Employment Categories of Establishments Moving in Past Year to Metropolitan Toronto Municipalities

P3.41 Net Gain of Establishments and Employment by Six Categories for Metropolitan Toronto Municipalities as a Result of Moves over the Past Year

P3.42 Net Gain of Taxable Realty, Business and Exempt Assessments for Metropolitan Toronto Municipalities as a Result of Moves over the Past Year by Six Employment Categories

P3.60 Listing of All Parcels by P.G.U. and Address in Metropolitan Toronto with Latest Available Description

P3.61 Listing of All Parcel Codes by Full Time, Part Time, Total Employment and Total Establishments

P3.62 Full Time, Part Time, Total Employment and Total Establishments by Nine Land Use Activities Within Twelve Predominant Land Uses

NOTE: EMPLOYMENT REPORTING OPTION

The following report programs should have the option to report employment as either, FULL-TIME EMPLOYMENT (Option 1), PART-TIME EMPLOYMENT (Option 2), or FULL-TIME PLUS PART-TIME EMPLOYMENT (Option 3):

P3.13, P3.14, P3.15, P3.16,
P3.22, P3.23, P3.24, P3.32,
P3.33, P3.34, P3.41
P3.50, P3.51, P3.52, P3.53, P3.54

Program P3.00

LISTING OF ALL NON-RESIDENTIAL OCCUPANCIES BY P.G.U. AND ADDRESS IN METROPOLITAN TORONTO FOR CURRENT YEAR FIELD SURVEY

Data: Showing each non-residential Property that has either a change due to movement, new construction, or that the survey information is more than one year old.

Geographical Areas:

Output by Prime P.G.U. and Address.

Output Specifications:

1. Two lines per geographical unit.
2. Seventeen geographical units per page.

Applications:

This report is the main listing used for each year's field survey.

NOTE: For any property that has an occupancy which requires surveying all occupancies must be listed in order to assist the field survey staff.

Program P3.00

LISTING OF ALL NON-RESIDENTIAL OCCUPANCIES BY P.G.U. AND ADDRESS IN METROPOLITAN TORONTO FOR CURRENT YEAR FIELD STUDY

P300 1985 EMPLOYMENT SURVEY PAGE: 5,450 15/05/85

MUNC: 08 MPD: 120 BPU: 304 BLOCK: 04100 STREET: WOODBINE AVE

TYPE	STR#	Q	UNIT	ROLL/OCU	OCCUPANT NAME	BUSINESS NAME	ESTABLISHMENT NAME	YY	MM	ACTION
00100		8	PARCEL CODE: __		BUILDING NAME: _____		WORK AT H/CONSTR: _	N/S: __		
5		0		00100 0000	METROPOLITAN TORONTO	METROPOLITAN TORONTO	PARKS AND PROPERTY DEPT	01		_____
				PA: 924	FULL: 00000	PART: 0000	SA: 000	SEMP: 0000	PL: 00	NL: 00
00100 0000 1			DEL: _	DEP: _						
15900		8	PARCEL CODE: __		BUILDING NAME: _____		WORK AT H/CONSTR: _	N/S: __		
3		0	W/S	15900 0000	METROPOLITAN TORONTO		PARKS AND PROPERTY DEPT	01		_____
15900 0000 1			DEL: _	DEP: _	PA: ___	FULL: _____	PART: ____	SA: ___	SEMP: ____	YY: __ MM: __ PL: __ NL: __
15900 0000 2			BUS: _____				STREET #: _____	QUAL: _	UNIT/SUITE: _____	

- 6.0.5 -

OCCUPANT TYPE:
0 = New roll number from current RPF
1 = Current Year RPF when not matched with previous year ELA
2 = Previous Year ELA when not matched with Current Year RPF
3 = Data older than 1 yr. Current Year RPF Extract when identified by previous ELA
5 = Complete match of RPF & ELA
6 = Previous Year ELA data that has a Roll Number not on the Current Year RPF
7 = ELA data older than 1 year that has a Roll Number not on the Current Year RPF
9 = Matched Data but Vacant

PARCEL TYPE:
8 = Parcel line

ACTION: = Action to be taken in the following cases:
A. New, deleted or replaced - page and line of Add form
B. If cannot be reached - phone number or "call"
C. If will not supply information - give reason.

Metropolitan Toronto Planning Department
Research Division

Program P3.01

LIST OF NON-RESIDENTIAL OCCUPANCIES BY SPECIFIC GROUPINGS

Data: Specific groups of non-residential occupancies, e.g. all firms with 100+ employees, all hospitals.

Geographical Areas:

Line by line of specific groupings of occupancies by P.G.U.

Output Specifications:

1. One line per geographical unit.
2. Twenty-four geographical units per page.

Applications:

Means of checking the accuracy of the employment information.

The following listings can be provided:

1. Occupancies with 100+ Full Time Employees
2. Occupancies with a Secondary Activity
3. Government Offices
4. Hospitals
5. Protective Services
6. Educational
   - (a) Public Elementary Schools
   - (b) Separate Elementary Schools
   - (c) Public High Schools
   - (d) Separate High Schools
   - (e) Community Colleges
   - (f) Universities

P301 1985 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 04/12/85 PAGE: 6

MUNC: 01 SCARBOROUGH COMMMUNITY COLLEGES

MPD	BPU	BLOCK	ROLL#	OCU #	STREET ADDRESS	OCCUPANT / BUSINESS NAME	BUILDING NAME	PR.ACT	FTEMP	PTEMP	S.ACT	SEMP	YR	TIME
13D	923	04600	00200	0010	930 WARDEN AVE	ASHTONBEE CAMPUS-CENTENNIAL		815	160	0	0	0	84	17 00
13C	943	00300	01800	0020	41 PROGRESS CRT	CENTENNIAL COLLEGE PROGRESS		815	187	10	0	0	84	08 00
13D	342	00100	00300	0010	651 WARDEN AVE	CENTENNIAL COLLEGE WARDEN WO		815	700	350	0	0	84	15 00

P301 1985 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 04/12/85 PAGE: 1

MUNC: 01 SCARBOROUGH HOSPITALS

MPD	BPU	BLOCK	ROLL#	OCU #	STREET ADDRESS	OCCUPANT / BUSINESS NAME	BUILDING NAME	PR.ACT	FTEMP	PTEMP	S.ACT	SEMP	YR	TIME
13E	918	01300	00100	0020	3276 ST CLAIR AVE E	PROVIDENCE VILLA & HOSPITAL		831	847	0	0	0	85	05 00
13B	368	03800	00500	0010	3050 LAWRENCE AVE E	SCARBOROUGH GENERAL HOSPITAL		831	886	734	0	0	84	28 00
15B	937	04800	00200	0010	2867 ELLESMERE RD	THE SCARBOROUGH CENTENARY HO		831	900	400	0	0	85	18 00

P301 1985 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 04/12/85 PAGE: 2

MUNC: 01 SCARBOROUGH GOVERNMENT OFFICES

MPD	BPU	BLOCK	ROLL#	OCU #	STREET ADDRESS	OCCUPANT / BUSINESS NAME	BUILDING NAME	PR.ACT	FTEMP	PTEMP	S.ACT	SEMP	YR	TIME
16C	974	15700	05000	0010	0 MILNER AVE	SCARBOROUGH PUBLIC UTILITY		785	500	0	0	0	85	00 11
13D	346	02300	00400	0154	2391 EGLINTON AVE E	SCARBOROUGH YOUTH SERVICES		785	8	2	0	0	85	00 11
13C	943	00700	06200	1100	2100 ELLESMERE RD	SOCIAL SERVICES DEPARTMENT		785	73	3	0	0	85	03 00
13B	944	06100	05100	0010	1610 MIDLAND AVE	SPECIALIZED YOUTH UNIT		781	9	0	0	0	85	03 00
13C	943	00100	00210	0020	710 PROGRESS AVE	TRANSPORTATION OFFICE		782	110	10	0	0	84	07 00
15A	359	02000	01700	0010	4549 KINGSTON RD	WESTHILL POSTAL STATION		782	64	2	0	0	85	13 00
13A	924	01600	01200	0010	2075 LAWRENCE AVE E	WEXFORD POSTAL STATION D		782	60	3	0	0	84	09 00

Program P3.02

LIST OF DEPARTING ESTABLISHMENTS BY ALPHABETIC ORDER OF OCCUPANT NAME, ALL METROPOLITAN TORONTO

Data: Showing Occupant Name, Street Number and Name and Prime P.G.U. to the Occupant Number.

Geographical Areas:

Line by Line all departing establishments in Metropolitan Toronto in Alphabetic sequence of Occupant Name within Municipality.

Output Specifications:

1. One line per geographical unit.
2. Twenty-four geographical units per page.

Applications:

This report in conjunction with the P3.03 report permits the search of where departing establishments went when the field survey was unable to obtain this data.

P302

1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK

DEPARTING ESTABLISHMENTS BY OCCUPANT NAME

MUNC	MPD	BPU	BLOCK	ROLSB	OCU #	NEW LOC	OCCUPANT NAME	STREET ADDRESS	REMARKS
01	151	359	02000	00600	0650	—	ABRAHAM ABRAHAM	255 MORNINGSIDE AVE	
01	162	960	03900	01300	0020	—	AGINCOURT MOTORS LIMITED	4438 SHEPPARD AVE E	
01	141	915	00400	02600	0084	—	BOY BLUE CARTAGE	2515 GERRARD ST E	
01	163	974	04000	00700	0151	—	BOYLE AUTOMATION	55 NUGGET AVE	
01	141	915	00400	02600	0100	—	BREENS TAXI LIMITED	2515 GERRARD ST E	
01	141	915	00400	02600	0050	—	BRUCE CONSTRUCTION LIMITED	2515 GERRARD ST E	
01	163	974	10600	00150	0010	—	C F HAUGHTON LIMITED	1595 MCCOWAN RD	
01	151	359	02000	00600	0740	—	CALIFORNIA SUNSHINE FRUIT	255 MORNINGSIDE AVE	
01	141	915	00400	02600	0080	—	CREST MECHANICAL COMPANY	2515 GERRARD ST E	
01	163	974	04000	02030	0292	—	CVETKOVIC MILAN	191 NUGGET AVE	
01	142	908	04400	04400	0040	—	DEVERILL BRUCE K	3105 KINGSTON RD	
01	142	908	04400	04400	0020	—	DISSMANN GISELA	3105 KINGSTON RD	
01	134	343	03700	00500	0010	—	DOMINION STORES LIMITED	468 DANFORTH RD	
01	162	959	04200	00100	2160	—	DOWNS GREENE & MORRIS	1 GLEN WATFORD DR	
01	143	904	03100	01600	0153	—	FOTOMAT CANADA LIMITED	123 GUILDWOOD PKWY	
01	141	915	00400	02600	0070	—	FOWLER ROBERT	2515 GERRARD ST E	
01	151	359	02000	03700	0100	—	GUILD MANOR REALTY LIMITED	4218 LAWRENCE AVE E	
01	151	359	01500	00100	0600	—	HEALTHATERIAS LTD	4500 KINGSTON RD	
01	142	337	07300	00300	0020	—	HUDSONS BAY COMPANY	2435 KINGSTON RD	
01	141	915	01500	03200	0010	—	IMADA JAMES	1064 KINGSTON RD	
01	151	358	00800	01300	0050	—	IMEX ELECTRONICS	4403 KINGSTON RD	
01	161	968	04700	00500	0251	—	KHOKAR KHALID.	3420 FINCH AVE E	
01	161	968	04700	00500	0250	—	KHOKHAR KHALID	3420 FINCH AVE E	
01	163	974	10700	15800	0200	—	LEDOXIDE BATTERY LIMITED	140 MILNER AVE	
01	142	337	07300	00300	0110	—	LOBLAWS LIMITED	2435 KINGSTON RD	
01	163	974	04000	02400	0431	—	MAGNOLIA BUILDERS LIMITED	235 NUGGET AVE	
01	151	358	00700	05300	0060	—	METRO CYCLE DIVISION OF	4280 KINGSTON RD	
01	163	974	15200	01200	0080	—	MIDDLETON JAMES	0 NUGGET AVE	
01	141	915	00400	02600	0088	—	MITTON LARRY	2515 GERRARD ST E	
01	163	974	04000	02030	0231	—	MOSS BRIAN	191 NUGGET AVE	
01	142	910	01300	01900	0570	—	NITE AND DAY ANSWERING	3750 ST CLAIR AVE E	
01	142	908	04400	02900	0250	—	NU DIMENSION FOOD	2967 KINGSTON RD	
01	151	358	00700	05300	0080	—	OSCAR AUTO GLASS & TRIM	4280 KINGSTON RD	
01	151	358	02600	00220	0010	—	PINCK ELVA M	155 MORNINGSIDE AVE	
01	142	336	05600	01900	0010	—	RAPID REFRIGERATION	370 BIRCHMOUNT RD	
01	163	972	16000	01000	2210	—	REGIMBAL SERVICES LIMITED	0 MELFORD DR	
01	163	974	10700	15800	0380	—	SAM WOO TRADING COMPANY	140 MILNER AVE	
01	152	361	02800	03700	0010	—	SCARBOROUGH BOARD OF	2 CHARLOTTETOWN BLV	
01	131	947	06100	05000	0000	—	SCARBOROUGH BOROUGH	0 BOEM AVE	
01	163	963	15500	00970	0010	—	SHAH TRADING COMPANY LIMITED	131 FINCHDENE SQ	
01	163	963	15500	00980	0010	—	SHAH TRADING COMPANY LIMITED	131 FINCHDENE SQ	
01	163	974	10700	15800	0080	—	SHUCORP INDUSTRIES LIMITED	140 MILNER AVE	
01	162	959	04100	01700	0170	—	STEPHENS WILLIAM C	6 GLEN WATFORD DR	
01	151	358	00200	15800	0110	—	SUPREME DIVERS SCARBOROUGH	0 KINGSTON RD	
01	162	960	04500	00300	0065	—	TRI CHEM OF CANADA LIMITED	2151 MC COWAN RD	
01	162	960	14200	08065	0040	—	VACANT	33 COMMANDER BLVD	
01	141	915	00400	02600	0060	—	WILSON SIDNEY	2515 GERRARD ST E	
01	163	974	04000	00300	0507	—	379063 ONTARIO LIMITED	50 SHORTING RD	
01	162	959	04200	00300	0240	—	440851 ONTARIO LIMITED	25 GLEN WATFORD DR	

Program P3.03

LIST OF ARRIVING ESTABLISHMENTS BY ALPHABETIC ORDER OF OCCUPANT NAME, ALL METROPOLITAN TORONTO

Data: Showing Occupant Name, Street Number and Name and Prime P.G.U. to the block level.

Geographical Areas:

Line by Line all arriving establishments in Metropolitan Toronto in Alphabetic sequence of Occupant Name.

Output Specifications:

1. One line per geographical unit.
2. Twenty-four geographical units per page.

Applications:

This report in conjunction with the P3.02 report permits the search of where departing establishments went when the field survey was unable to obtain this data.

ARRIVING ESTABLISHMENTS BY OCCUPANT NAME

OCCUPANT NAME	STREET ADDRESS	MUNC	MPD	BPU	BLOCK	ROLSB	OCU#	ORIGIN	REMARKS
	10418 31982	04	000	000	00000	00000	0000	01	
	12118 21982	06	000	000	00000	00000	0000	12	
	10418 31982	08	000	000	00000	00000	0000	01	
	490 LAWRENCE AVE W	08	041	287	04700	00200	0360	77	
	3335 BATHURST ST	08	041	807	06300	00700	0010	77	
	12318 21982	14	000	000	00000	00000	0000	12	
	631 VAUGHAN RD	14	036	168	02600	01800	9999	77	
	838 ROSELAWN AVE	14	036	501	01900	00400	0010	66	
	875 EGLINTON AVE W	14	039	166	01000	01500	0050	77	
	875 EGLINTON AVE W	14	039	166	01000	01500	0060	77	
	12318 21982	19	000	000	00000	00000	0000	12	
A & A SNACK BAR	95 BARBER GREENE RD	08	052	263	01300	00150	0050	77	
A & I METAL FINISHERS	120 MANVILLE RD	01	134	347	00400	02500	0045	01	
A & M CONSULTING	345 BLOOR ST E	04	013	064	00200	01000	6750	77	
A E WILSON & COMPANY,AUTO	285 YONGE ST	04	015	412	05900	05000	9959	04	
A F PENNY & ASSOCIATES	345 BLOOR ST E	04	013	064	00200	01000	7020	77	
A LEPISMAA	514 CARLINGVIEW DR	19	092	718	03301	00300	0025	77	
A MORTELLARO	1757 EGLINTON AVE W	14	036	168	00100	01400	9999	14	
A S H WORD PROCESSING	168 DUNDAS ST W	04	015	411	02000	00400	9999	77	
A TASTE OF CHEESE	1541 BAYVIEW AVE	06	046	602	01100	01000	0020	77	
A. NOSSA PEIXARIA	212 OSSINGTON AVE	04	029	043	00200	04200	0015	04	
A.D.E.	855 ALNESS ST	08	102	817	09500	00100	0240	77	
A.KUSH & ASSOCIATES(CANADA	250 CONSUMERS RD	08	120	301	00200	00100	0270	08	
A.PAPPAS IMPORTING FOODS	1357 ST CLAIR AVE W	04	038	110	00100	00200	0030	04	
A-Z PRINTERS LTD	28 TANGIERS RD	08	102	818	01100	01300	0010	45	
A'PONG ORIENTAL FOOD STORE	376 SPADINA AVE	04	014	038	01100	04200	0010	77	
AAA TRIPLE A ELECTRIC LTD	1919 LAWRENCE AVE E	01	131	922	00200	03150	0050	77	
AABALAR CARPETS	5799 YONGE ST	08	113	322	00600	00400	1460	77	
AABBA	342 BLOOR ST W	04	011	092	02300	02000	0170	04	
AALOKA DANCE SCHOOL	1278 GERRARD ST E	04	067	074	00700	09400	0102	77	
AARDVARK POSTAL PROMOTIONS	35 BOOTH AVE	04	017	001	00300	00200	0010	04	
AATCO TRAVEL SERVICE	1263 BAY ST	04	012	089	00700	00100	0032	77	
ABBOTT WIRE	1999 AVENUE RD	08	041	275	02800	00100	0100	14	
ABELARD BOOKS	515 QUEEN ST W	04	016	011	00300	00700	0010	04	
ABOUT BOOKS	353 QUEEN ST W	04	016	011	00600	01200	0020	77	
ACADAMY UPHOLSTERING	2649 EGLINTON AVE E	01	132	344	00600	05600	9999	77	
ACCOUNTING TAXATION SERVICE	1830 WESTON RD	14	033	505	09000	01900	0010	14	
ACE SIGN COMPANY	363 BERING AVE	19	086	214	01500	01400	0020	19	
ACME REPRODUCTIONS	341 RONCESVALLES AVE	04	027	052	01000	00600	0010	77	
ACORN BOOKKEEPING	737 CHURCH ST	04	012	088	00100	05800	0037	77	
ACRO-BAT	60 RACINE RD	19	092	719	10600	01500	0010	77	
ACTION GRAPHICS	12 MERCER ST	04	016	011	03700	02300	0010	04	
ACTION TRAVEL	55 YORK ST	04	015	406	03300	00100	0430	04	
ACTIVE ERA	200 BAY ST	04	015	406	03300	01400	6640	77	
ACTIVE SPORTSWEAR	347 CARLAW AVE	04	067	028	00800	00100	9999	77	
ACTRA	2237 YONGE ST	04	044	128	00100	00400	0039	04	
AD IMPACT	1224 LAWRENCE AVE W	08	032	286	00700	03150	0100	08	
ADAMS & ADAMS	75 THE DONWAY W	08	052	263	00300	00400	0063	08	
ADELCO SUPPLY CO	1830 ELLESMERE RD	01	133	943	00600	06100	0010	01	
ADELMAN & COMPANY CHARTERE	505 CONSUMERS RD	08	120	301	02000	02050	0610	04	
ADRIATIC AUTO BODY	56 BRYDON DR	19	092	719	03100	01000	0040	77	
ADS CONSULTANTS	728 YONGE ST	04	012	062	00700	00700	0035	77	
ADT	5740 YONGE ST	08	112	318	10400	11100	0010	08	

Program P3.04

COMPARE DIFFERENCE OF 25% EMPLOYMENT
COMPARE DIFFERENCE OF 150 OR MORE EMPLOYMENT

Data: Showing all establishments that exhibited a difference in employment of 25% or more from one year to the next in the same municipality. Also, all occurances of that occupant in that municipality.

Showing all establishments that exhibited a difference of 150 or more employment from one year to the next in the same municipality. Also, all occurances of that occupant in that municipality.

Geographical Areas:

Output by: Occupant name and prime P.G.U.

Tabulations:

1. Compare previous year's total employment to current year's total employment by occupancy and list out where difference of 25% or 150 or more occurs.

Output Specifications:

1. One line per geographical unit.
2. Forty-three geographical units per page.

Applications:

This report is produced during the checking process to spot missed, double-counted occupancies and incorrect employment totals.

PROGRAM P3.04

THOSE ESTABLISHMENTS WHICH SHOWED A DIFFERENCE OF
25% OR MORE FROM ONE YEAR TO THE NEXT
(LISTING SHOWS ALL OCCURANCES OF THAT OCCUPANT IN THAT MUNICIPALITY)
(SORTED BY OCCUPANT NAME)

OCC NAME	FLAG NUM	MPD	BPU	BLOCK	ROLSB	OCCUPANT	YEAR	TOTAL	YEAR	TOTAL	PRCODE	BUSNAME	ADDRESS	STREET
WALKER ATLANTIC GLASS LTD.	0	162	960	4500	300	10	83	90	85	40	442	WALKER ATLANTIC GLASS LTD.	2041	MCCOWAN RD
WALKER ATLANTIC GLASS LTD	1	162	960	14200	5060	10	83	6	85	110	425	WALKER ATLANTIC GLASS LTD	175	COMMANDER BLVD
WORK WEAR CORPORATION OF CAN	1	134	923	4600	500	10	83	200	85	130	641	WORK WEAR CORPORATION OF CAN	940	WARDEN AVE
YORKVILLE SOUND LIMITED	0	132	944	5400	2100	10	83	116	84	128	434	YORKVILLE SOUND LIMITED	80	MIDWEST RD
YORKVILLE BELLAIR	0	161	967	5000	3000	405	83	5	85	5	775	YORKVILLE BELLAIR	1020	MC NICOLL AVE
YORKVILLE PRESS CO LTD	0	163	974	15200	1200	130	83	4	84	0	529	YORKVILLE PRESS CO LTD	335	NUGGET AVE
YORKVILLE PRESS LIMITED	1	163	974	15200	1300	10	83	105	84	165	471	YORKVILLE PRESS LIMITED	355	NUGGET AVE

THOSE ESTABLISHMENTS WHICH SHOWED A DIFFERENCE OF
150 OR MORE EMPLOYMENT FROM ONE YEAR TO THE NEXT
(LISTING SHOWS ALL OCCURANCES OF THAT OCCUPANT IN THAT MUNICIPALITY)
(SORTED BY OCCUPANT NAME)

OCC NAME	FLAG NUM	MPD	BPU	BLOCK	ROLSB	OCCUPANT	YEAR	TOTAL	YEAR	TOTAL	PRCODE	BUSNAME	ADDRESS	STREET
A.G. SIMPSON COMPANY LTD	1	133	943	600	4000	10	83	38	84	705	445	A.G. SIMPSON COMPANY LTD	675	PROGRESS AVE
ALL-WAY TRANSPORTATION CORP	1	131	924	6500	900	10	0	0	84	450	713	ALL-WAY TRANSPORTATION CORP	71	CROCKFORD BLVD
ALL-WAY TRANSPORTATION	0	134	923	5000	300	10	83	6	85	13	644	ALL-WAY TRANSPORTATION LTD	933	WARDEN AVE
ALLIED CANADA INC	1	163	972	16000	1700	90	83	6	85	163	434	AMPHENOL CANADA	20	MELFORD DR
ALTA EQUIPMENT RENTAL LTD	1	134	923	700	50	80	83	4	85	160	674	ALTA CRANES	15	CROCKFORD BLVD
ATLANTIC PACKAGING PRODUCTS	1	132	944	300	100	10	0	0	85	150	538	ATLANTIC PACKAGING PRODUCTS	80	PROGRESS AVE
ATLANTIC PACKAGING PRODUCTS	0	132	944	300	150	20	0	0	84	0	525	ATLANTIC PACKAGING PRODUCTS	0	PROGRESS AVE
ATLANTIC PACKAGING PRODUCTS	1	132	944	500	100	30	83	725	85	0	527	ATLANTIC PACKAGING PRODUCTS	1076	ELLESMERE RD
ATLANTIC PACKAGING	1	132	944	500	300	20	83	0	85	450	433	ATLANTIC PACKAGING	111	PROGRESS AVE
ATLANTIC PACKAGING PRODUCTS	0	161	966	6000	1300	10	0	0	84	0	40	ATLANTIC PACKAGING PRODUCTS	45	MILLIKEN BLVD
ATLANTIC PACKAGING PRODUCTS	0	161	966	6000	1400	20	83	78	84	78	432	ATLANTIC PACKAGING PRODUCTS	55	MILLIKEN BLVD
BANK OF NOVA SCOTIA	0	131	945	400	500	10	83	15	85	14	721	BANK OF NOVA SCOTIA	1877	KENNEDY RD
BANK OF NOVA SCOTIA	0	131	947	2500	3300	10	83	34	85	30	721	BANK OF NOVA SCOTIA	2154	LAWRENCE AVE E

Program P3.05

INCORRECTLY CODED ACTIVITY CODES
SECONDARY EMPLOYMENT GREATER THAN PRIMARY EMPLOYMENT

Data: Showing establishments which have an invalid primary activity code and establishments in which the secondary employment is greater than the total of full time plus part time employment.

Geographical Areas:

Output by: Prime P.G.U., for one or more municipalities.

Output Specifications:

1. One line per geographical unit.
2. Fifty-two geographical units per page.

Applications:

These reports are produced during the checking process to spot invalid activity codes or incorrectly coded employment.

PROGRAM P3.05

ELA 1985 - WORK FILE 9:34 THURSDAY, NOVEMBER 28, 1985 1

THOSE ESTABLISHMENTS WHICH ARE CODED AS 111 - 128,
WHICH ARE INVALID CODES

OBS	MUN	MPD	BPU	BLOCK	ROLSB	OCCUPANT	ADDRESS	SUBNUM	STREET	BUSNAME	FTEMPCRT	PTEMPCRT	PRACODE
1	14	36	503	1800	2000	10	250		BOWIE AVE	RESIDENCE	0	0	111

ELA 1985 - WORK FILE 16:58 FRIDAY, DECEMBER 6, 1985 9

THOSE ESTABLISHMENTS IN WHICH SECONDARY EMPLOYMENT
IS GREATER THAN PRIMARY EMPLOYMENT

OBS	MUN	MPD	BPU	BLOCK	ROLSB	OCCUPANT	ADDRESS	SUBNUM	STREET	BUSNAME	FTEMPCRT	PTEMPCRT	PRACODE	SACODE	SAEMP	TOTEMP
1	8	32	279	600	1000	10	87		WINGOLD AVE	JERROLD DIVISION GENERAL INS	0	0	525	713	10	0
2	8	32	279	800	6300	10	90		TYCOS DR	INDUSTRIAL ADHESIVES	0	0	525	713	1	0
3	8	32	279	7300	300	20	900		CALEDONIA RD	SKIL CANADA LTD	0	0	525	713	2	0
4	8	52	263	1300	1800	10	900		DON MILLS RD	PHILCO-FORD	0	0	40	713	19	0
5	8	101	313	2500	3500	20	0		FINCH AVE W	INDAL LIMITED	0	0	525	713	5	0

Program P3.06

INCORRECT PART TIME EMPLOYMENT TOTALS

Data: Showing establishments which have a part time employment greater than or equal to 15.

Geographical Areas:

Output by: Prime P.G.U. for one or more municipalities.

Output Specifications:

1. One line per geographical unit.
2. Fifty-two geographical units per page.

Applications:

This report is produced during the checking process to spot too high part time employment as a result of inputting errors.

PROGRAM P3.06

THOSE ESTABLISHMENTS WHICH HAVE GREATER
THAN 15 PART-TIME EMPLOYMENT

OBS	MUN	MPD	BPU	BLOCK	ROLSB	OCCUPANT	ADDRESS	SUBNUM	STREET	BUSNAME	FTEMPCRT	PTEMPCRT	PRACODE	SACODE	SAEMP
1	14	21	152	200	200	10	3400		DUNDAS ST W	SAFEWAY	30	35	631	0	0
2	14	21	152	300	800	10	3671		DUNDAS ST W	BONANZA SUPERMARKET	30	35	631	0	0
3	14	21	152	900	2200	10	3575		DUNDAS ST W	DAIRY QUEEN	1	1000	653	0	0
4	14	33	176	2700	700	10	200		CHURCH ST	HUMBER MEMORIAL HOSPITAL	650	300	831	0	0
5	14	33	505	6400	800	10	1731		WESTON RD	BEAVER LUMBER CO LIMITED	13	45	626	0	0
6	14	34	153	2900	200	20	0		ST CLAIR AVE W	CONSOLIDATED FASTFRATE INC.	125	30	518	0	0
7	14	34	153	2900	200	9999	0		ST CLAIR AVE W	TRANSPORT MCNEIL-MCGRATH INC	252	30	528	0	0
8	14	34	153	3600	1000	10	2525		ST CLAIR AVE W	CONSOLIDATED FASTFRATE INC	125	30	518	0	0
9	14	34	153	3600	1000	20	2525		ST CLAIR AVE W	TRANSPORT MCNEIL-MCGRATH INC	252	30	518	0	0
10	14	34	154	1800	200	10	40		SCARLETT RD	LAMBTON GOLF + COUNTRY CLUB	60	70	926	0	0
11	14	34	156	2800	300	30	845		JANE ST	MIRACLE FOOD MART	30	65	631	0	0
12	14	34	173	1600	1600	9999	1203		WESTON RD	SECRETS	0	22	659	0	0
13	14	34	173	2100	2000	10	1212		WESTON RD	QUEENSBURY ARMS	9	17	651	0	0
14	14	34	173	2100	2100	10	1200		WESTON RD	DISC JOCKEY SERVICES	1	20	656	0	0
15	14	34	174	500	2000	10	82		BUTTONWOOD AVE	WEST PARK HOSPITAL	564	205	831	0	0

Program P3.11

LISTING OF ALL NON-RESIDENTIAL OCCUPANCIES BY P.G.U. AND ADDRESS IN METROPOLITAN TORONTO WITH LATEST AVAILABLE EMPLOYMENT

Data: Showing each Non-residential Occupancy in Metropolitan Toronto by P.G.U. and Address. The Occupant or Business Name with the latest available employment and activity codes. From the Parcel File the Building Name and Parcel Code are also extracted.

Geographical Areas:

Output by Prime P.G.U. and Address, for one or more municipalities.

Tabulations:

1. For each property add up and show total number of occupancies, total full-time, total part-time and overall total employment.

Output Specifications:

1. One line per geographical unit.
2. Twenty-four geographical units per page. (Minimum)

Applications:

This report is produced after all places of employment which needed to be surveyed are completed and therefore giving us a complete inventory of employment.

NOTE: Re BUS or OCC NAME

In this space if a Business Name exists on the file it is placed here, if no Business Name is present then the Occupant Name is placed here.

P3.11

P3.11 NEW REPORT FORMAT FOR 1985 DATA

MUNC: 04
MPD: 03H

1985 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK

14/12/85

PAGE: 1407

BPU	BLOCK	ROLL #	STREET ADDRESS	2ND ST#	OCU#	BUSINESS NAME	PR ACT	FTEMP	PTEMP	SECA	SEMP	YY	MM	CURYR	
113	00400	01200	1028 ST. CLAIR AVE. W.		0010	MISSORI & CAMARDO TRAVEL	715	2	0	0	0	15		84	
				1028A	0020	ETNA IMPORT	612	3	1	0	0	10		85	
BUILDNM:			MISSORI TRAVEL CENTRE	PAR/CODE:	47	# OF OCCUPANCIES: 2	TOTALS:	5	1	TOTAL	EMPLOY				6
113	00400	01300	1000 ST. CLAIR AVE. W.		0010	ST. CLAIR FISH MARKET	613	29	5	0	0	3		85	
BUILDNM:			ST. CLAIR FISH MARKET	PAR/CODE:	66	# OF OCCUPANCIES: 1	TOTALS:	29	5	TOTAL	EMPLOY				34
113	00400	01500	1034 ST. CLAIR AVE. W.	1030	0010	RETAIL GIFTS & JEWELLERY	621	2	0	0	0	12		85	
				1032	0040	MAR TIRRENO SNACK BAR	654	0	2	0	0		8	85	
				1034	0050	VACANT	60	0	0	0	0	-	-	85	
				1036	0090	ROMILDA'S HAIRSTYLIST	655	1	0	0	0			84	
				1038	0100	SUNSET MUSIC SCHOOL	659	3	0	0	0			85	
BUILDNM:			_____	PAR/CODE:	61	# OF OCCUPANCIES: 5	TOTALS:	6	2	TOTAL	EMPLOY				8

NOTE: Data underlined is obtained from the Parcel Record otherwise source is Occupant Record as previous P3.11.

Program P3.12

TOTAL TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS BY SIX EMPLOYMENT CATEGORIES BY MUNICIPALITY (OTHER THAN RESIDENTIAL INDIVIDUAL)

Data:

1. Taxable Realty Assessment
2. Business Assessment
3. Exempt Assessment

for all properties other than residential individual.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. Accumulate the three assessment values by employment category.
2. Accumulate totals by assessment category for all employment categories.

Output Specifications:

1. Five lines per geographical unit.
2. Ten geographical units per page.
3. Exempt assessment is the realty assessment when the realty tax class is 'E' or "G".
4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

Applications:

1. Economic analysis by activity type and assessment.
2. Economic Base Studies.

Program P3.12

TOTAL TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS BY SIX EMPLOYMENT CATEGORIES BY MUNICIPALITY (OTHER THAN RESIDENTIAL INDIVIDUAL)

P312 — 1981 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 15/09/82 — PAGE: 57

TOTAL TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS BY SIX EMPLOYMENT CATEGORIES

MUNICIPALITY	MPD	BPU	BLOCK	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
YORK	03C	505	08400							
RA				0	0	196400	93775	0	57000	347175
BA				0	0	58920	70330	0	28500	157750
EA				0	0	0	100	61050	0	61150
YORK	03C	505	08600							
RA				10845	0	10845	15920	0	0	37610
BA				5420	0	3250	3910	0	0	12580
EA				0	0	0	0	0	6300	6300
YORK	03C	505	08701							
RA				12645	63409	58146	437887	0	0	572087
BA				3785	24900	17500	132780	0	0	178965
EA				0	0	0	0	0	1500	1500
YORK	03C	505	08702							
RA				0	0	0	0	0	0	0
BA				0	0	0	0	0	0	0
EA				0	0	0	0	0	300075	300075
YORK	03C	505	09000							
RA				22310	99740	257918	118680	0	34450	533098
BA				8675	32480	90270	52390	0	10335	194150
EA				15250	0	0	63675	0	6685	85610

Metropolitan Toronto Planning Department
Research Division

Program P3.13

EMPLOYMENT AND ESTABLISHMENTS BY SIX CATEGORIES

Data: Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulation of Total Employment and Total Establishments for each of the six major categories by using the Activity Code.
2. Overall Total Employment and Total Establishments, by each geographical unit of reporting.

Output Specifications:

1. Three lines per geographical unit.
2. Twelve geographical units per page.
3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of economic growth trends and projections.
2. Employment analysis studies.
3. Base data required as input to traffic model.

Program P.3.13

EMPLOYMENT AND ESTABLISHMENTS BY SIX CATEGORIES

P313 1981 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 03/11/82 PAGE: 3

OPTION: TOTAL EMPLOYMENT BY SIX CATEGORIES

MUNICIPALITY	TZONE		MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
TORONTO	024								
		ESTAB.	12	36	25	23	5	2	103
		EMPLOY.	251	152	108	160	864	10	1545
TORONTO	025								
		ESTA.	59	83	96	132	9	7	386
		EMPLOY.	301	594	921	1139	2374	166	5495
TORONTO	026								
		ESTAB.	4	160	37	45	3	0	249
		EMPLOY.	29	3758	620	2341	3	0	6751
TORONTO	027								
		ESTAB.	10	30	30	85	1	0	156
		EMPLOY.	30	80	940	6835	2	0	7887
TORONTO	028								
		ESTAB.	44	161	83	174	11	6	479
		EMPLOY.	815	478	803	6553	820	254	9723
TORONTO	029								
		ESTAB.	18	77	27	31	9	5	167
		EMPLOY.	307	248	263	237	152	16	1223

Metropolitan Toronto Planning Department
Research Division

Program P3.14

EMPLOYMENT AND ESTABLISHMENTS BY TEN CATEGORIES

Data: Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulation of Total Employment and Total Establishments for each of ten employment categories by using the Activity Code, as specified.

2. Overall Total Employment and Total Establishments, by each geographical unit of reporting.

Output Specifications:

1. Three lines per geographical unit.

2. Twelve geographical units per page.

3. Activity codes for the employment categories are:

1)	Manufacturing	- 41-47
2)	Terminal Storage and Transportation	- 51-56
3)	Retail Shopping	- 61-63, 69
4)	Retail Service	- 64-67
5)	Service Accommodation	- 15, 68
6)	Government Office	- 78
7)	Office (Other)	- 71-77, 79
8)	Institutional	- 81-86
9)	Recreation	- 91-94
10)	Construction and Other	- 21-33, 49

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of economic growth trends.

2. Employment analysis studies.

Program P.3.14

EMPLOYMENT AND ESTABLISHMENTS BY TEN CATEGORIES

P314 — 1981 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 26/11/82 — PAGE: 1

OPTION: FULL TIME — EMPLOYMENT BY TEN CATEGORIES

	MANUFACT.	TRANSPORT & STORAGE	RETAIL SHOPPING	RETAIL SERVICES	ACCOMOD. SERVICES	GOVERNMENT OFFICE	OFFICE (OTHER)	INSTITUT	RECREAT'N	CONSTRUCT. & OTHER	TOTAL
MUNICIPALITY											
SCARBOROUGH											
EST	1169	227	2000	1887	41	51	2394	439	82	9	8299
EMP	40083	5642	15144	10970	1349	5074	26173	13561	1460	34	119490
TORONTO											
EST	1602	778	8454	5455	169	353	12290	1226	504	9	30840
EMP	63854	11093	45917	33630	10790	35368	220612	51311	5148	185	477908
EAST YORK											
EST	188	19	437	455	9	8	507	90	24	2	1739
EMP	11957	921	2510	2015	207	1426	4696	3146	276	8	27162
NORTH YORK											
EST	1703	277	2616	2217	27	85	5203	602	135	8	12873
EMP	78843	7582	27111	18199	3277	10338	91102	26413	2199	218	265282
YORK											
EST	233	50	756	725	7	22	640	193	50	5	2681
EMP	12221	1108	3144	3292	55	1059	5151	5700	654	84	32468
ETOBICOKE											
EST	1039	244	1542	1569	51	47	2571	317	89	5	7474
EMP	58451	9684	12388	11764	3064	3358	34201	8849	1431	60	143250

Metropolitan Toronto Planning Department
Research Division

Program P3.15

EMPLOYMENT AND ESTABLISHMENTS BY TWENTY-NINE CATEGORIES

Data: Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulation of Total Employment and Total Establishments for each of twenty-nine categories by using the Activity Code, as specified.
2. Overall Total Employment and Total Establishments, by each geographical unit of reporting.

Output Specifications:

1. Twelve lines per geographical unit.
2. Three geographical units per page.
3. Activity codes for the employment categories are:

1)	Collective	- 15
2)	Resource Production & Extraction	- 21-33
3)	Energy Production	- 41
4)	Raw Material Processing	- 42
5)	Processed Goods Processing	- 43
6)	Product Assembly	- 44
7)	Waste Treatment	- 45
8)	Research & Development	- 46
9)	Printing, Reproduction & Data Processing	- 47
10)	Construction	- 49
11)	Terminal & Dispatch	- 51
12)	Storage, Transportation & Communication	- 52, 53, 55, 56
13)	Retail Shopping	- 61, 62, 69
14)	Food Shopping	- 63
15)	Automobile Services	- 643, 644
16)	Repairs, Rentals & Equipment Sales & Service	- 641, 642, 645-649, 66, 67

17)	Personnel Services	- 65
18)	Accommodation Services	- 68
19)	Office - Finance, Insurance & Real Estate	- 72
20)	Office - Other	- 71, 73-77, 79
21)	Office - Government	- 78
22)	Educational	- 81, 82
23)	Health	- 83
24)	Religious	- 84
25)	Protective & Custodial	- 85
26)	Other Institutional	- 86
27)	Outdoor Recreation	- 91, 92
28)	Indoor Recreation	- 93, 94
29)	Unclassified	- All other numeric codes.

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of economic growth trends.

2. Employment analysis studies.

Program P.3.15

EMPLOYMENT AND ESTABLISHMENTS BY TWENTY-NINE CATEGORIES

P315
OPTION: TOTAL

1981 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK
EMPLOYMENT BY TWENTY-NINE CATEGORIES

04/11/82 PAGE: 1

METRO TORONTO

	COLLECTIVE RESIDENTIAL	RESOURCE PROD'N & EXTRACTION	ENERGY PRODUCTION	RAW MATERIAL PROCESSING	PROCESSED GOODS PROCESSING	PRODUCT ASSEMBLY	WASTE TREATMENT	RESEARCH & DEVELOPMENT	PRINTING REPRODUCTN DATA PROC.	CONSTRUCTION
ESTAB.	98	0	10	54	485	736	11	24	470	11
EMPLOY.	2092	0	1346	10378	26084	30709	537	308	6449	193
ESTAB.	91	706	7133	1758	753	1569	3588	80	2184	0
EMPLOY.	4965	7049	38436	9991	3481	7025	25139	8905	77868	147440
ESTAB.	361	661	112	437	52	54	39	489	2	21968
EMPLOY.	36794	19191	27818	1236	3652	2560	1020	4404	90	505160

	TERMINAL & DISPATCH	STORAGE TRANSPORT & COMMUN.	RETAIL SHOPPING	FOOD SHOPPING	AUTOMOBILE SERVICES	REPR,RENTAL EQUIP SALE & SERVICE	PERSONNEL SERVICES	ACCOMMODTN SERVICES	FINANCE INSURANCE REAL ESTATE	OTHER OFFICE
ESTAB.										
EMPLOY.										
ESTAB.										
EMPLOY.										
ESTAB.										
EMPLOY.										

	GOVERNMENT OFFICE	EDUCATIONAL	HEALTH	RELIGIOUS	PROTECTIVE & CUSTODIAL	OTHER INSTITUTNAL	OUTDOOR RECREATION	INDOOR RECREATION	UNCLASS'D	TOTAL
ESTAB.										
EMPLOY.										
ESTAB.										
EMPLOY.										
ESTAB.										
EMPLOY.										

Metropolitan Toronto Planning Department
Research Division

Program P3.16

ALL ESTABLISHMENTS BY SEVEN EMPLOYMENT SIZES BY SIX EMPLOYMENT CATEGORIES

Data: Number of Establishments, Employment figures and Activity Codes for all records on the E.L.A. Occupant File.

Geographical Areas:

Output by Any of various polygon sets

Tabulations:

1. Calculate into which of 7 employment sizes grouping each occupancy goes.
2. Distribute within each employment size grouping the establishment by the 6 employment categories and corresponding number of employees.
3. For each cell of employment size by type calculate the average number of employees per establishment.
4. Show summaries for the number of establishments in each employment size and totals of establishments and employees for each of 6 employment categories.

Output Specifications:

1. Ten lines per geographical unit.
2. Four geographical units per page.
3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Land use analysis by type and size of establishments.
2. Land use employment density characteristics.

Program P.3.16

ALL ESTABLISHMENTS BY SEVEN EMPLOYMENT SIZES BY SIX EMPLOYMENT CATEGORIES

1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 17:30 THURSDAY, JULY 14, 1983 114

ALL ESTABLISHMENTS BY SEVEN EMPLOYMENT SIZES
BY SIX EMPLOYMENT CATEGORIES
(P3.16 OPTION=FULL-TIME)

SUMMARY TABLE: MUNC=01

	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
1 - 2 EMP/ESTABLISH	267	950	716	732	114	44	2823
NO. OF EMPLOYEES	411	1553	1189	1236	159	62	4610
AVERAGE EMPLOYEES/ESTAB	1.5	1.6	1.7	1.7	1.4	1.4	1.6
3 - 9 EMP/ESTABLISH	484	977	1129	1158	95	59	3902
NO. OF EMPLOYEES	2526	4489	5216	5415	481	290	18417
AVERAGE EMPLOYEES/ESTAB	5.2	4.6	4.6	4.7	5.1	4.9	4.7
10 - 49 EMP/ESTABLISH	499	266	218	513	220	12	1728
NO. OF EMPLOYEES	10421	4644	3929	9207	4973	164	33338
AVERAGE EMPLOYEES/ESTAB	20.9	17.5	18.0	17.9	22.6	13.7	19.3
50 - 99 EMP/ESTABLISH	105	29	12	35	22	1	204
NO. OF EMPLOYEES	7030	1933	727	2220	1695	90	13695
AVERAGE EMPLOYEES/ESTAB	67.0	66.7	60.6	63.4	77.0	90.0	67.1
100 - 199 EMP/ESTABLISH	72	9	7	21	13	0	122
NO. OF EMPLOYEES	10110	1080	1008	2902	1682	0	16782
AVERAGE EMPLOYEES/ESTAB	140.4	120.0	144.0	138.2	129.4	0.0	137.6
200 - 499 EMP/ESTABLISH	32	2	0	9	4	1	48
NO. OF EMPLOYEES	8636	741	0	2505	971	225	13078
AVERAGE EMPLOYEES/ESTAB	269.9	370.5	0.0	278.3	242.8	225.0	272.5
500+ EMP/ESTABLISH	6	0	1	9	4	0	20
NO. OF EMPLOYEES	5558	0	575	6037	3549	0	15719
AVERAGE EMPLOYEES/ESTAB	926.3	0.0	575.0	670.8	887.3	0.0	785.9
TOTAL ESTABLISHMENTS	1465	2233	2083	2477	472	117	8847
TOTAL EMPLOYEES	44692	14440	12644	29522	13510	831	115639
AVERAGE EMPLOYEES/ESTAB	30.5	6.5	6.1	11.9	28.6	7.1	13.1

Metropolitan Toronto Planning Department
Research Division

Program P.3.17

EMPLOYERS IN METROPOLITAN TORONTO BY EMPLOYMENT SIZE

Data — Total Employment by Business Name showing also Activity Code, P.G.U. and Street Address

Geographical Areas

Output by — All Businesses with Over 100 Employees.

Tabulations

Summarizes all like business names into one total of employment and also adds up the number of locations found for each business.

Output Specifications

1. One line per geographical unit.
2. Fifty-five geographical units per page.

Applications

1. Employment Analysis studies.
2. Major listing required for Board of Trade top employers listing.

Program P.3.17

EMPLOYERS' IN METROPOLITAN TORONTO BY EMPLOYMENT SIZE

REPORT P317 — METRO TORONTO EMPLOYERS BY TOTAL EMPLOYMENT — 01/11/82 — PAGE: 2

P.G.U.	STREET ADDRESS	BUSINESS NAME	OCCUPANT NAME	TOTEMP	LOC	ACTIVITY CODES
0401206202300	76 GRENVILLE ST	WOMAN S COLLEGE HOSPITAL	WOMAN S COLLEGE HOSPITAL	1050	1	831
0401540601400	105 ADELAIDE ST W	NORTH AMERICAN LIFE	NORTH AMERICAN LIFE	1000	5	725
0401540600300	123 QUEEN ST W	ITT INDUSTRIES OF CANADA LTD	ITT INDUSTRIES OF CANADA LTD	950	1	685
0401540601500	2 KING ST W	PRUDENTIAL INSURANCE CO OF	PRUDENTIAL INSURANCE CO OF	950	1	725
0401540602000	1 KING ST W	THE TORONTO DOMINION BANK	THE TORONTO DOMINION BANK	950	58	721 821 641 722
0604619400400	99 VANDERHOOF AVE	BRISTOL-MYERS PRODUCTS	BRISTOL-MYERS PRODUCTS	850	3	431 443 734
0404413602600	160 EGLINTON AVE E	CANADIAN PROTECTION	CANADIAN PROTECTION	850	1	739
0604619400900	85 LAIRD DR	DRG LIMITED	DRG LIMITED	850	1	471
0404412600500	477 MOUNT PLEASANT RD	GULF OIL CANADA LTD	GULF OIL CANADA LTD	850	2	713 643
0401540601800	77 KING ST W	I B M CANADA LIMITED	I B M CANADA LIMITED	850	2	713 522
0401600805200	14 STRACHAN AVE	INGLIS LIMITED	INGLIS LIMITED	850	2	435 713
0401600801400	640 FLEET ST W	MOLSONS BREWERY ONT LTD	MOLSONS BREWERY ONT LTD	850	1	422
0401303002400	40 REGENT ST	MUNICIPALITY OF METROPOLITAN	MUNICIPALITY OF METROPOLITAN	850	19	851 784 453 785 521
0402805305100	72 STERLING RD	ROWNTREE MACKINTOSH CANADA	ROWNTREE MACKINTOSH CANADA	850	1	431
0402740801100	189 DUFFERIN ST	THE CANADIAN GENERAL	THE CANADIAN GENERAL	850	1	446
0401206202200	100 COLLEGE ST	TORONTO UNIVERSITY	TORONTO UNIVERSITY	850	36	816 851 739 796 757
0401406101900	33 RUSSELL ST	ALCOHOLISM & DRUG ADDICTION	ALCOHOLISM & DRUG ADDICTION	800	1	832
0404412901000	2180 YONGE ST	CANADIAN TIRE CORP LTD	CANADIAN TIRE CORP LTD	800	2	761 619
0604619401400	42 OVERLEA BLVD	COCA COLA LTD	COCA COLA LTD	800	2	431 522
0404413502200	2300 YONGE ST	DOMINION STORES LTD	DOMINION STORES LTD	800	17	631
0406802500500	110 COXWELL AVE	THE MUNICIPALITY OF	THE MUNICIPALITY OF	800	6	851 829 854 512 811
0401501502000	40 SCOTT ST	THE ROYAL INSURANCE CO	THE ROYAL INSURANCE CO	800	2	725
0403710605800	100 GLEN SCARLETT RD	BANNER PACKING LTD	BANNER PACKING LTD	750	1	422
0604619400700	147 LAIRD DR	CANADA WIRE AND CABLE LTD	CANADA WIRE AND CABLE LTD	750	1	435
0401601103100	276 KING ST W	ED MIRVISH ENTERPRISES LTD	ED MIRVISH ENTERPRISES LTD	750	6	651 931 525 624
0606460003400	6 CURITY AVE	KENDALL CANADA	KENDALL CANADA	750	1	438
0401700101400	85 COMMISSIONERS ST	SMITH TRANSPORT CO LIMITED	SMITH TRANSPORT CO LIMITED	750	4	714
0402640905900	THE QUEENSWAY	STELCO INC	STELCO INC	750	3	435 713

Metropolitan Toronto Planning Department
Research Division

Program P3.18

LISTING OF ALL NON-RESIDENTIAL OCCUPANCIES BY BUSINESS NAME IN METROPOLITAN TORONTO WITH LATEST AVAILABLE EMPLOYMENT

Data: Showing each non-residential occupancy in Metropolitan Toronto by Business Name. Also the Prime Planning Geographical Units, Street Address and the latest available employment and activity codes.

Geographical Areas:

Output by Business Name for one or more municipalities.

Tabulations:

1. For each Business add up and show total number of occupancies, total full time, part-time and overall total employment.

Output Specifications:

1. One line per geographical unit.
2. Fifty geographical units per page (maximum).

Applications:

Listing provides a complete inventory of employment with the ability to locate all locations of any specific company.

Program P3.18

LISTING OF ALL NON-RESIDENTIAL OCCUPANCIES BY BUSINESS NAME IN METROPOLITAN TORONTO WITH LATEST AVAILABLE EMPLOYMENT

P318 1984 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 27/01/85 PAGE: 23

ALL NON-RESIDENTIAL OCCUPANCIES BY BUSINESS NAME

BUSINESS NAME	MUNC	MPD	BPU	BLOCK	ROLL#	OCU#	STREET ADDRESS	PR.ACT	FTEMP	PTEMP	SECACT	SEMP	CURYR
ADANTE HOLDINGS LIMITED	01	16A	954	07000	01000	0053	3301 SHEPPARD AVE E	525	0	0	0	0	83
ADASON PROPERTIES	04	01E	406	00700	01100	0120	130 ADELAIDE ST W	727	1	0	0	0	84
ADATH ISRAEL CONGREGATION	04	04C	423	02400	07200	0010	617 ROSELAWN AVE	657	0	0	0	0	83
	08	11A	298	03700	02200	0000	37 SOUTHBOURNE AVE	841	20	15	0	0	84
	08	11B	320	01200	00410	0000	6033 BATHURST ST	657	0	0	0	0	83
# OF OCCUPANCIES 3					TOTAL EMPLOYMENT	35		TOTALS:	20	15		0	
ADATH SHOLOM SYNAGOGE	08	11A	297	01900	02800	0000	864 SHEPPARD AVE W	841	1	0	0	0	84
ADATH SHOLOM SYNOGOGE	08	11B	320	01200	00170	0000	6033 BATHURST ST	80	0	0	0	0	83
ADCHEM FASHENERS INC	19	09B	718	04400	00300	0142	70 BELFIELD RD	434	2	0	0	0	83
ADCO	04	06G	027	01100	13600	0010	1162 QUEEN ST E	662	5	0	0	0	84
ADCOM ELECTRONIC LTD	19	07A	703	04100	01200	0192	25 CONNELL CRT	661	1	0	0	0	84
ADCOM ELECTRONICS LIMITED	19	07A	703	04100	01200	0190	25 CONNELL CRT	661	4	0	0	0	84
	19	07A	703	04200	01085	0010	310 JUDSON ST	695	15	0	0	0	83
# OF OCCUPANCIES 2					TOTAL EMPLOYMENT	19		TOTALS:	19	0		0	
ADCOM REALTY LIMITED	04	01F	016	02000	02500	0030	550 ADELAIDE ST E	525	0	0	0	0	84
ADCOM RESEARCH LIMITED	04	01F	016	02000	00100	0011	93 BERKELEY ST	733	43	0	0	0	83
ADCOMP GRAPHICS LTD	04	01G	001	00600	00100	0030	3 CARLAW AVE	471	10	0	0	0	84
ADCORE ADVERTISING INC	19	08E	707	04700	00300	0010	41 ATOMIC AVE	734	12	0	0	0	84
ADD & TYPE EQUIPMENT	01	13A	921	00600	00300	0090	1703 VICTORIA PK AVE	698	1	0	0	0	83
ADDANTE VITO	14	03E	172	00900	01100	0070	92 TRETHEWEY DR	526	0	0	0	0	84
	14	03E	172	00900	01400	0070	86 TRETHEWEY DR	526	0	0	0	0	84
# OF OCCUPANCIES 2					TOTAL EMPLOYMENT	0		TOTALS:	0	0		0	
ADDAR PRINTING	04	02G	408	01400	00100	0130	61 JEFFERSON AVE	471	3	0	0	0	83
ADDESI GROCERY	04	03H	111	00300	02400	0010	18 INNES AVE	617	2	0	0	0	83
ADDICTION RESEARCH FOUNDATIO	04	01D	037	00500	03200	0010	175 COLLEGE ST	796	28	0	0	0	84
ADDISON AND ASSOCIATES	04	01E	406	00300	00700	0104	80 RICHMOND ST W	726	2	0	0	0	84
ADDISON LEASING	04	01B	088	00800	01400	9982	2 BLOOR ST E	739	1	0	0	0	84
	04	01E	414	03100	03200	0010	102 GERRARD ST E	673	4	0	0	0	83
	19	08F	214	02200	04900	0010	144 NORSEMAN ST	673	4	0	0	0	84
# OF OCCUPANCIES 3					TOTAL EMPLOYMENT	9		TOTALS:	9	0		0	

Metropolitan Toronto Planning Department
Research Division

Program P3.50

EMPLOYMENT AND ESTABLISHMENTS BY SIX LENGTH OF OCCUPANCY TIME PERIODS BY SIX EMPLOYMENT CATEGORIES

Data: The number of employees and establishments in each of six employment categories by length of occupany in present location.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulation of number of employees and establishments by six employment categories and by length of occupancy of under 1 year, 1 to 2 years, 3 to 5, 6 to 10, 11 to 20, 21 plus and Unknown.

2. Overall totals of the number of employees and establishments in each of the six employment categories.

3. Total of employees and establishments in each of the length of occupancy categories.

4. Calculate per cents; across as a per cent of each length of occupancy total and per cent down of total establishments in each employment category.

Output Specifications:

1. Fifty-two lines per geographical unit.

2. One geographical unit per page.

3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Other	- 21-33, 49, 55-56, 91-94

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of mobility of employment for each of six employment categories.

2. Analysis of mobility of all employment.

3. Composition mix of employment of varying length of occupancy.

P3.50

EMPLOYMENT AND ESTABLISHMENT BY SIX LENGTH OF OCCUPANCY TIME PERIODS AND SIX EMPLOYMENT CATEGORIES

Location xxxxxxxxx

Length of Occupancy	Data	Manufacturing and Warehousing	Retail	Service	Office	Institutional	Other	Total
Under 1 Yr.	# Emp # Est Emp/Est % Est ↓ % Est →							
1-2 Yrs.	# Emp # Est Emp/Est % Est ↓ % Est →							
3-5 Yrs.	# Emp # Est Emp/Est % Est ↓ % Est →							
6-10 Yrs.	# Emp # Est Emp/Est % Est ↓ % Est →							
11-20 Yrs.	# Emp # Est Emp/Est % Est ↓ % Est →							
21 Plus	# Emp # Est Emp/Est % Est ↓ % Est →							
Unknown	# Emp # Est Emp/Est % Est ↓ % Est →							
TOTAL	# Emp # Est Emp/Est % Est ↓ % Est →							

Metropolitan Toronto Planning Department
Research Division

Program P3.51

ESTABLISHMENTS AND EMPLOYMENT BY TWENTY-THREE CATEGORIES OF MANUFACTURING SECTOR

Data:

Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records in the Manufacturing Sector.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulated employment and establishment for each of the twenty-three categories of manufacturing using the Activity Code.
2. Overall total employment and establishment, for each geographical unit of reporting.
3. For each cell on the table calculate the number of employees per establishments.

Output Specifications:

1. Nine lines per geographical unit.
2. Five geographic units per page.
3. Activity codes for the employment categories are:

1)	Energy Production	- 41
2)	Water Purification	- 421
3)	Food Processing	- 422
4)	Natural Fibres, Rubber, Pelt, Stone, Clay, etc.	- 423, 424, 425
5)	Ore Processing	- 426
6)	Oil, Natural Gas, Coal, Chemical	- 427, 428, 429
7)	Bakery, Packaged Goods	- 431
8)	Textile, Leather, Rubber	- 432
9)	Paper and Wood Products	- 433
10)	Component Parts, etc.	- 434
11)	Metal Products	- 435

12)	Oil, Natural Gas and Coal By-products	-	436
13)	Other Non-Metallic Products	-	437-439
14)	Furniture, Fixtures, Building Components	-	442, 443
15)	Scientific Equipment, Machinery, Electrical and General	-	444-446
16)	Armament, Vehicles, Workshop	-	447-449
17)	Clothing	-	441
18)	Water Pollution Control, Sewage	-	454, 455
19)	Sanitary Land Fill, Garbage	-	451-453, 456-459
20)	Laboratories	-	46
21)	Printing	-	471
22)	Reproduction, Data Processing, Binding	-	472-475
23)	Construction	-	49

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of the mix of manufacturing establishments by twenty-three categories and by areal distribution.

2. Analysis of the average size of manufacturing establishments by twenty-three categories and by areal distribution.

3. Composition mix of manufacturing employment by twenty-three categories and by areal distribution.

P.3.51 **ESTABLISHMENTS AND EMPLOYMENT BY TWENTY-THREE CATEGORIES OF MANUFACTURING SECTION**

1 2	Energy Production	Water Purification	Food Processing (Raw)	Natural Fibres, Rubber, Pelt, Rock, Stone, Clay, Find Aggregates	Ore Processing	Oil, Natural, Gas, Coal Chemical
3 4	Bakery Packaged Goods	Textile, Leather Rubber	Paper and Wood Products	Component Parts, Etc.	Metal & Metal Products	Oil, Natural Gas, and Coal By-Products
5 6	Other Non-Mettalic Products	Furniture Fixtures Building Components	Scientific Equipment Machinery Electrical & General	Armament Vehicles Workshop	Clothing	Water Pollution Control Sewage
7 8	Sanitary Land Fill Garbage	Laboratories	Printing	Reproduction Data processing Binding	Construction	TOTAL
	# EMPLOYED #EST EMP/EST					
1 2 3 4 5 6 7 8	LOCATION					
1 2 3 4 5 6 7 8	LOCATION					

9 Lines per G.U.
5 G.U.'s per page

Metropolitan Toronto Planning Department
Research Division

Program P3.52

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN OFFICE SECTOR

Data:

Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records in the Office Sector.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulated employment and establishment for each of the seventeen categories of office using the Activity Code.

2. Overall total employment and establishment, for each geographical unit of reporting.

3. For each cell on the table calculate the number of employees per establishments.

Output Specifications:

1. Nine lines per geographical unit.

2. Five geographic units per page.

3. Activity codes for the employment categories are:

1)	Mining, Mineral, Oil	- 711, 712
2)	Manufacturing	- 713
3)	Transportation, Construction Res. Production	- 714-719
4)	Banks	- 721, 722
5)	Investment, Insurance and Real Estate	- 723-729
6)	Law Firms	- 731
7)	Other Business Services	- 732-739
8)	Technical Services	- 74
9)	Radio, TV and Film	- 751-754
10)	Bank, Periodicals, Newspapers	- 755, 758
11)	Trade and Persons Services	- 76

12)	Doctors	-	771-773
13)	Other Heath Services	-	774-775
14)	Federal and Foreign Government	-	781, 782, 786
15)	Provincial Government	-	783
16)	Regional and Local Goverment	-	784,785
17)	Associations	-	79

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of the mix of office establishments by seventeen categories and by areal distribution.

2. Analysis of the average size of office establishments by seventeen categories and by areal distribution.

3. Composition mix of office employment by seventeen categories and by areal distribution.

P.3.52

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN OFFICE SECTOR

1 2	Mining, Minerals Oil Co.	Manufacturing	Transportation Utilities Construction Res. Production	Bank	Investment Dealers Insurance Real Estate	Law Firms
3 4	Other Business Services	Technical Services	Radio, T.V. and Film	Book, Periodicals Newspapers	Trade and Personal Services	Doctors
5 6	Other Health Services	Federal and Foreign	Provincial	Regional and Local	Associations	TOTAL
	# EMPLOYED					
	# EST Emp./Est.					
1 2 3 4 5 6	LOCATION					
1 2 3 4 5 6	LOCATION					

Metropolitan Toronto Planning Department
Research Division

Program P3.53

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN RETAIL SECTOR

Data:

Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records in the Retail Sector.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulated employment and establishment for each of the seventeen categories of retail using the Activity Code.
2. Overall total employment and establishment, for each geographical unit of reporting.
3. For each cell on the table calculate the number of employees per establishments.

Output Specifications:

1. Nine lines per geographical unit.
2. Five geographic units per page.
3. Activity codes for the employment categories are:

1)	Pharmacies and Drug	- 611
2)	Clothing & Shoe Retailing	- 612, 613
3)	Furniture, Carpet and Applicance Retailing	- 614
4)	Hardware	- 615
5)	Vehicle Products & Parts	- 616
6)	Variety Stores	- 617
7)	Department Stores and Catalogue	- 618, 619
8)	Watch, Jewellery, Cameras, Records	- 621
9)	Sporting Goods, Toys and Other Specialities	- 622, 624

10)	Newspapers, Stationery and Office Supplies	-	623
11)	Flower, Vegetable and Tree Nursery	-	625
12)	Lumber Yards	-	626
13)	Bulk Retail	-	628, 629
14)	Supermarkets, Food and Department Store	-	631, 635, 639
15)	Convenience Foods,	-	632,
16)	Speciality Foods, Bake, Butcher	-	633
17)	Liquor, Beer and Wine	-	634

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of the mix of retail establishments by seventeen categories and by areal distribution.

2. Analysis of the average size of retail establishments by seventeen categories and by areal distribution.

3. Composition mix of retail employment by seventeen categories and by areal distribution.

P.3.53

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN RETAIL SECTOR

1 2	Pharmacies Drug Stores	Clothing and Shoe Retailing	Furniture, Carpet and Applicance Retailing	Hardware	Vehicle Products and Parts	Variety Store Retailing
3 4	Department Stores Catalogue	Watch, Jewellery Camera & Records	Sporting Foods, Toys & Other Speciality Stores and Office Supplies	Newspapers, Periodicals, Stationery	Flower, Vegetable and Tree Nursery	Lumber Yards
5 6	Bulk Retail	Supermarkets Food & Dept. Stores	Convenience Food Outlets	Specialty Foods Bake, Butcher, Health	Liquor, Beer & Wine	TOTAL
	# EMPLOYED # EST Emp./Est					
1 2 3 4 5 6	LOCATION					
1 2 3 4 5 6	LOCATION					

7 Lines Per G.U.
7 G.U.'s per page.

Metropolitan Toronto Planning Department
Research Division

Program P3.54

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN SERVICE SECTOR

Data:

Employment figures, Establishment figures and Activity Codes for all E.L.A. Occupant records in the Service Sector.

Geographical Areas:

Output by Any of various polygon sets.

Tabulations:

1. The accumulated employment and establishment for each of the seventeen categories of service using the Activity Code.
2. Overall total employment and establishment, for each geographical unit of reporting.
3. For each cell on the table calculate the number of employees per establishments.

Output Specifications:

1. Nine lines per geographical unit.
2. Five geographic units per page.
3. Activity codes for the employment categories are:

1)	Repair Clothing and Textiles	-	641
2)	Repair Furniture, Hardware and Household Appliances	-	642
3)	Auto Service and Repair	-	643
4)	Auto Special, Welding Shops	-	644, 646, 649
5)	Restaurant, Tavern, Refreshments	-	651, 652, 656
6)	Drive-in Rest. & Fast Foods	-	653, 654
7)	Cosmetic, Beauty & Barbershop	-	655
8)	Burials and Cremations	-	657
9)	Animal Boarding, Massage, Palm Reading	-	658, 659

10)	Sales and Service Equipment, General Maintenance	-	661, 662
11)	Heavy Vehicular Equipment Servicing Sign	-	663, 664, 669
12)	Rental Clothing, Textiles	-	671
13)	Rental Tools & Light Equipment	-	672
14)	Rental Heavy Equipment	-	673, 674
15)	Rental Recreational Equipment	-	675, 679
16)	Tourist House, Cabins, Motels	-	681, 682, 683
17)	Motor Hotels, Hotels, Ski Lodges	-	684, 685, 686, 689

4. The employment option selected is indicated on the report as:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Analysis of the mix of retail establishments by seventeen categories and by areal distribution.

2. Analysis of the average size of retail establishments by seventeen categories and by areal distribution.

3. Composition mix of retail employment by seventeen categories and by areal distribution.

P.3.54

ESTABLISHMENTS AND EMPLOYMENT BY SEVENTEEN CATEGORIES IN SERVICE SECTOR

1 2	Repair Clothing and Textiles	Repair Furniture Hardware and Household	Automobile Service and Repair	Automobile Special Welding Shops	Restaurant Tavern Refreshment & Entertainment	Drive-in Restaurant Fast Foods
3 4	Cosmetic Beauty and Barbershop	Burials and Cremations	Animal Boarding Massage, Palm Reading	Sales & Servicing Equipment General Maintenance	Heavy Vehicular Equipment Servicing Signs	Rental Clothing Textiles
5 6	Rental Tools and Light Equipment	Rental Heavy Equipment	Rental Recreational Equipment	Tourist House Tourist Cabins Motels	Motor Hotels, Hotels Ski Lodges	TOTAL
	# EMP # EST. Emp./Est.					
1 2 3 4 5 6	LOCATION					
1 2 3 4 5 6	LOCATION					

7 Lines Per G.U.
7 G.U.'s per page

Metropolitan Toronto Planning Department
Research Division

Program P3.21

LIST OF ESTABLISHMENTS THAT LEFT THEIR PREVIOUS ADDRESS WITHIN METROPOLITAN TORONTO IN THE PAST YEAR

Data: List of establishments that have moved from previous unit location within Metropolitan Toronto in the past year.

Geographical Area:

Output by Prime Planning Geographical Units to the block, tenant number level and street address location.

Output Specifications:

1. One line per geographical unit.
2. Twenty-four geographical units per page. (Maximum)
3. Control Breaks:

-	MUNICIPALITY	(new page)
-	MPD	(new page)
-	BPU	(skip 2 lines)
-	BLK	(skip 1 line)

NOTE: "DEST" is the new location of the previous tenant (NEWLPTEN).

Applications:

1. Establishment movement analysis.
2. Economic Activity location studies.

Program P3.21

LIST OF ESTABLISHMENTS THAT LEFT THEIR PREVIOUS ADDRESS WITHIN METROPOLITAN TORONTO IN THE PAST YEAR

P321 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 24/01/83 — PAGE: 12

MUNC: 04 TORONTO

ESTABLISHMENTS THAT LEFT THEIR PREVIOUS ADDRESS WITHIN METROPOLITAN TORONTO, IN THE PAST YEAR

MPD	BPU	BLOCK	ROLSB	OCU#	DEST	ADDRESS	PRA	FTEMP	PTEMP	OCCUPANT NAME	BUSINESS NAME	RTXC	RLTY ASSMT	BUS ASSMT
012	062	00100	00300	0165	00	151 BLOOR ST W	731	5	0	JEFFERY JOSINE		C	20125	10060
			00400	0350	00	131 BLOOR ST W	624	2	0	KARNIOL EUGENE		C	2225	730
			00400	0530	00	131 BLOOR ST W	624	2	0	B B H HOLDINGS INC		C	18450	4930
			00400	0640	00	131 BLOOR ST W	624	2	0	LARGE HEDY		C	3475	1080
			00400	0937	88	131 BLOOR ST W	641	1	0	LARRALDE EVELYN		C	1300	465
			00400	0950	00	131 BLOOR ST W	612	11	0	CHAMPS ELYSEES INC		C	14450	4330
			00400	0980	00	131 BLOOR ST W	796	4	0	CANADIAN INSTITUTE OF TIMB		R	2150	0
			00400	1080	40	131 BLOOR ST W	624	2	0	NOR-TONE STEREO SALES LTD		C	9875	2960
			00400	1090	88	131 BLOOR ST W	771	2	0	VOZORIS AGATHOCLES		C	5275	2635
			00400	1110	88	131 BLOOR ST W	733	1	0	BENNETT SOLWAY		C	3950	1970
			00400	1130	00	131 BLOOR ST W	772	2	0	WALTER NADIA		C	5425	2710
	062	00200	00200	0020	88	9 SULTAN ST	735	7	0	ROBERT RAMSAY COMMUNICATIO		C	3450	1720
	062	00300	00100	0034	00	44 CHARLES ST W	792	1	0	ATOMIC ENERGY CANADA		C	31350	0
			01000	0525	99	55 BLOOR ST W	623	2	0	CLASSIC BOOKSHOPS LTD		C	42775	21385
			01000	0675	00	55 BLOOR ST W	624	3	0	GIFT GATE INC		C	11500	3450
	062	00400	01500	0010	99	778 YONGE ST	612	2	0	JEAN JUNCTION LTD		C	39650	19825
			01600	0015	00	778 YONGE ST	732	2	0	MURPHY KEVIN		C	12887	6440
			02500	0060	00	752 YONGE ST	753	1	0	BUTTENHAM GARY		C	1025	305
			03200	5060	00	730 YONGE ST	624	1	0	YAZIGI ANIS		C	735	2205
			03200	5080	00	730 YONGE ST	623	2	0	BEARD DAVID		C	1460	4380
			03200	5140	00	730 YONGE ST	621	2	0	VALICEK STEPHAN		C	8300	2490
			03200	5190	00	730 YONGE ST	614	2	0	YORKWOOD INVESTMENTS LTD		R	25425	0
			03200	5200	00	730 YONGE ST	759	1	0	TELEPHONES UNLIMITED LTD		C	11225	3365
	062	00700	00700	0033	00	728 YONGE ST	826	2	0	TANDIS INVESTMENTS LTD		C	1600	800
			01500	0089	00	10 ST MARY ST	741	6	0	DESIGN COLLABORATIVE LTD		C	9075	4535
			01500	0094	00	10 ST MARY ST	775	2	0	RAPSON LINDA M		R	9075	0
	062	00900	01300	0234	00	696 YONGE ST	795	3	0	ORDER MINOR CONVENTUALS		R	7425	0
			01500	0010	99	692 YONGE ST	736	2	0	BATAK HOLDINGS LIMITED		C	8575	4285
	062	01300	00700	0400	00	984 BAY ST	681	14	0	RENTRON OFFICE SYSTEMS		C	20700	6210
	062	01400	00700	0100	00	11 ST JOSEPH ST	733	2	0	SPECTRUM MARKETING LTD		C	6750	3375
			00700	0150	00	11 ST JOSEPH ST	759	4	0	CLARK AND CRUIKSHANK		C	1675	835
			00700	0160	00	11 ST JOSEPH ST	612	9	0	MORNINGSTAR CO LTD		C	5250	1575
	062	01500	01300	0010	88	598 YONGE ST	614	2	0	BORSHY ALLAN		C	7475	2240
	062	01700	00300	0010	00	23 QUEENS PARK CRES	783	2000	0	GOVERNMENT SERVICES MINIST		G	4727000	0
	062	01900	01000	0010	00	564 YONGE ST	651	2	0	PATEL AMAR		C	10875	2370
			02700	0020	00	14 BREADALBANE ST	736	4	0	MCCAUGHAN RON		C	9425	2825
			02700	0030	00	14 BREADALBANE ST	736	2	0	MACLENNAN TOBY		R	6625	0
	062	02100	01600	0020	99	502 YONGE ST	624	3	0	AUDIO PLUS ELECTRONICS LTD		C	5300	1590
	062	02300	00800	0010	00	78 GRENVILLE ST	831	1000	0	WOMAN S COLLEGE HOSPITAL		E	6434000	0

Program P3.22

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT MOVING OVER PAST YEAR FROM PREVIOUS LOCATION WITHIN METROPOLITAN TORONTO BY SIX EMPLOYMENT CATEGORIES

Data: Employment and Activity Code of Establishments that Moved

Geographical Areas:

Output by Regional Municipality.

Tabulations:

1. Employment and number of establishments for each area municipality by six employment categories.
2. Summary for each municipality of total establishments and employment which moved.
3. Summary for each category of total number of establishments and employees that moved.

Output Specifications:

1. Twenty-four lines per geographical unit.
2. One geographical unit per page.
3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

4. There are three options for selecting the employment figures shown:

   Option 1 = 'FULL TIME'
   Option 2 = 'PART TIME'
   Option 3 = 'TOTAL' (full & part-time)

Applications:

1. Establishment movement analysis.
2. Economic activity location studies.

P3.22

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT MOVING OVER PAST YEAR FROM PREVIOUS LOCATION WITHIN METROPOLITAN TORONTO BY SIX EMPLOYMENT CATEGORIES

P322 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 14/04/83 PAGE: 1

OPTION: FULL TIME

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT MOVING OVER PAST YEAR
FROM PREVIOUS LOCATION WITHIN METRO

	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
ESTABLISH.	4	16	12	18	2	0	52
EMPLOYMENT	33	90	44	105	696	0	968
(04) TORONTO							
ESTABLISH.	8	73	26	99	4	1	211
EMPLOYMENT	41	221	90	3092	1009	1	4454
(06) EAST YORK							
ESTABLISH.	0	2	0	0	0	0	2
EMPLOYMENT	0	7	0	0	0	0	7
(08) NORTH YORK							
ESTABLISH.	15	20	15	40	2	1	93
EMPLOYMENT	143	175	97	444	351	2	1212
(14) YORK							
ESTABLISH.	1	0	2	1	0	0	4
EMPLOYMENT	2	0	5	1	0	0	8
(19) ETOBICOKE							
ESTABLISH.	4	3	2	18	1	0	28
EMPLOYMENT	41	29	7	129	20	0	226
METRO TORONTO							
ESTABLISH.	32	114	57	176	9	2	390
EMPLOYMENT	260	522	243	3771	2076	3	6875

Program P. 3.23

PATTERN OF MOVEMENT OVER PAST YEAR OF DEPARTING ESTABLISHMENTS AND EMPLOYMENT WITHIN METROPOLITAN TORONTO MUNICIPALITIES AND BEYOND BY SIX EMPLOYMENT CATEGORIES

Data: Number of Establishments and Employment by Activity Code which moved in a municipality to each of the other municipalities and outside Metropolitan Toronto.

Geographical Areas:

Output by Local or Area Municipality.

Tabulations:

1. Employment and establishments that have left a municipality and indicating their relocation by municipality within or outside Metropolitan Toronto.

2. Summary for each municipality of total establishment and employment moving into it from the indicated municipality.

3. Summary by employment type of all the establishments and employees leaving the assigned municipality.

Output Specifications:

1. Thirty-eight lines per geographical unit.

2. One geographical unit per page.

3. Control breaks: new page on change of 'from' municipality.

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	-	41-47, 52, 53
2)	Retail	-	61-63, 69
3)	Service	-	151-154, 157, 159, 51, 64-68
4)	Office	-	71-79
5)	Institutional	-	155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	-	21-33, 49, 55-56, 91-94

5. There are three options for selecting the employment figures shown:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Establishment movement analysis.

2. Economic activity location studies.

Program P. 3.23

PATTERN OF MOVEMENT OVER PAST YEAR OF DEPARTING ESTABLISHMENTS AND EMPLOYMENT WITHIN METROPOLITAN TORONTO MUNICIPALITIES AND BEYOND BY SIX EMPLOYMENT CATEGORIES

P323 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 4

OPTION: FULL TIME — PATTERN OF MOVEMENT OVER PAST YEAR OF DEPARTING ESTABLISHMENTS AND EMPLOYMENT WITHIN METROPOLITAN TORONTO MUNICIPALITIES AND BEYOND BY SIX EMPLOYMENT CATEGORIES

FROM: (04) TORONTO

TO:	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(30) YORK							
ESTABLISH.	0	0	0	0	0	0	0
EMPLOYMENT	0	0	0	0	0	0	0
(35) DURHAM							
ESTABLISH.	0	0	0	0	0	0	0
EMPLOYMENT	0	0	0	0	0	0	0
(40-55) OUTSIDE METRO REGION							
ESTABLISH.	0	1	0	0	0	0	1
EMPLOYMENT	0	2	0	0	0	0	2
(88) UNKNOWN							
ESTABLISH.	6	48	22	86	4	1	167
EMPLOYMENT	30	162	78	2616	1009	1	3896
(99) OUT OF BUSINESS							
ESTABLISH.	1	13	3	3	0	0	20
EMPLOYMENT	1	25	10	11	0	0	47
OVERALL TOTAL							
ESTABLISH.	8	73	26	99	4	1	211
EMPLOYMENT	41	221	90	3092	1009	1	4454

Program P3.24

DEPARTING ESTABLISHMENTS OVER PAST YEAR FROM EACH MUNICIPALITY AND METROPOLITAN TORONTO BY SEVEN EMPLOYMENT SIZES AND SIX EMPLOYMENT CATEGORIES

Data: For each area municipality the number of establishments, employment, and activity code for establishments that departed in the past year.

Geographical Areas:

Output by Local or area municipalties.

Tabulations:

1. Determine into which of 7 employment size groupings each occupancy that left the indicated municipality goes.

2. Distribute within each employment size grouping the establishments by the 6 employment categories.

3. Show summaries for the number of establishments in each employment size, and the total number of establishments in each of 6 employment categories.

Output Specifications:

1. Twelve lines per geographical unit.

2. Four geographical units per page.

3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

4. The employment options shown on the report are:

Option 1 = 'FULL TIME'
Option 2 = 'PART TIME'
Option 3 = 'TOTAL'

Applications:

1. Land Use movement analysis.

2. Type and size characteristics of moving establishments.

P3.24

DEPARTING ESTABLISHMENTS OVER PAST YEAR FROM EACH MUNICIPALITY AND METROPOLITAN TORONTO BY SEVEN EMPLOYMENT SIZES AND SIX EMPLOYMENT CATEGORIES

P324 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 1

OPTION: FULL TIME

DEPARTING ESTABLISHMENTS OVER THE PAST YEAR
FROM EACH MUNICIPALITY AND METROPOLITAN TORONTO
BY SEVEN EMPLOYMENT SIZES, AND SIX LAND USE CATEGORIES

EMPLOY. SIZE	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
1 - 2	0	2	2	7	0	0	11
3 - 9	3	11	10	8	0	0	32
10 - 49	1	3	0	3	0	0	7
50 - 99	0	0	0	0	0	0	0
100 - 199	0	0	0	0	1	0	1
200 - 499	0	0	0	0	0	0	0
500+	0	0	0	0	1	0	1
TOTAL	4	16	12	18	2	0	52
(04) TORONTO							
1 - 2	5	49	17	44	2	1	118
3 - 9	1	21	7	41	1	0	71
10 - 49	2	3	2	10	0	0	17
50 - 99	0	0	0	1	0	0	1
100 - 199	0	0	0	1	0	0	1
200 - 499	0	0	0	1	0	0	1
500+	0	0	0	1	1	0	2
TOTAL	8	73	26	99	4	1	211
(06) EAST YORK							
1 - 2	0	0	0	0	0	0	0
3 - 9	0	2	0	0	0	0	2
10 - 49	0	0	0	0	0	0	0
50 - 99	0	0	0	0	0	0	0
100 - 199	0	0	0	0	0	0	0
200 - 499	0	0	0	0	0	0	0
500+	0	0	0	0	0	0	0
TOTAL	0	2	0	0	0	0	2

Program P3.25

TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENT BY SIX EMPLOYMENT CATEGORIES OF ESTABLISHMENTS MOVING OVER PAST YEAR FROM PREVIOUS ADDRESS WITHIN METROPOLITAN TORONTO BY MUNICIPALITY

Data:

1. Taxable Realty Assessment
2. Business Assessment
3. Exempt Assessment
4. Realty tax class code
5. Line by line extract listing of all occupancies from the P3.21 program

Geographical Areas:

Output by Local or Area Municipality

Tabulations:

1. For all establishments that have moved from the location they were in the past year, indicate by municipality to which they moved their Taxable Realty, Business and Exempt Assessment by six employment categories.

2. Show by Municipality moved to, the summary of assessment.

3. Show summary of assessment for all establishments leaving the indicated municipality by each of the six employment categories.

Output Specifications:

1. Thirty lines per geographical unit.

2. One geographical unit per page.

3. Exempt assessment is the realty amount with tax class = 'E' or 'G'.

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

Applications:

1. Economic evaluation studies.

2. Establishment movement by assessment values analysis.

P3.25

TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENT OF ESTABLISHMENTS MOVING OVER THE PAST YEAR FROM PREVIOUS ADDRESS WITHIN METROPOLITAN TORONTO, BY MUNICIPALITY BY SIX EMPLOYMENT CATEGORIES

P325 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 3

TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS
OF ESTABLISHMENTS MOVING OVER THE PAST YEAR FROM PREVIOUS ADDRESS WITHIN METRO TORONTO
BY MUNICIPALITY BY SIX ACTIVITY CODE CATEGORIES

FROM: (06) EAST YORK

TO:	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(04) TORONTO							
RA	0	0	0	0	0	0	0
BA	0	2115	0	0	0	0	2115
EA	0	4325	0	0	0	0	4325
(06) EAST YORK							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(08) NORTH YORK							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(14) YORK							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(19) ETOBICOKE							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
OTHER							
RA	0	290	0	0	0	0	290
BA	0	100	0	0	0	0	100
EA	0	0	0	0	0	0	0
METRO TORONTO							
RA	0	290	0	0	0	0	290
BA	0	2215	0	0	0	0	2215
EA	0	4325	0	0	0	0	4325

Program P3.31

LIST OF NEW ESTABLISHMENTS BY LOCATION ARRIVING IN METROPOLITAN TORONTO IN CURRENT YEAR

Data: All records on the arriving establishment extract file (less than one year at their current location)

Geographical Areas:

Output by Prime Planning Geographical Units to the block, tenant number level and street address location.

Output Specifications:

1. One line per Geographical Unit.
2. Control Breaks: new page on change of municipality.
3. The report content is very similar to P3.21; since these are added records, the Business and Occupant names are always the same.
4. ORIG is PLPRETEN.

Applications:

1. Establishment movement analysis.
2. Economic Activity location studies.

Program P3.31

LIST OF NEW ESTABLISHMENTS BY LOCATION ARRIVING IN METROPOLITAN TORONTO IN CURRENT YEAR

P331 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 24/01/83 — PAGE: 1

ESTABLISHMENTS ARRIVING IN METROPOLITAN TORONTO IN THE CURRENT YEAR

MUNC: 01 SCARBOROUGH

MPD	BPU	BLOCK	ROLSB	OCU#	ORIG	ADDRESS	PRA	FTEMP	PTEMP	BUSINESS / OCCUPANT NAME	RTXC	RLTY ASSMT	BUS ASSMT
131	922	00100	01800	0010	01	1827 LAWRENCE AVE E	624	1	0	HOFFMANS GLASS	C	8150	1845
	922	00200	03150	0040	77	1919 LAWRENCE AVE E	781	7	0	RECORD OF EMPLOYMENT CENTR	R	13000	0
			03150	0050	77	1919 LAWRENCE AVE E	713	3	0	AAA TRIPLE A ELECTRIC LTD	R	23900	0
131	925	00100	05800	0100	01	2157 LAWRENCE AVE E	613	1	1	INDUSTRIAL SAFETY SHOES	R	6450	0
131	945	00200	00100	0011	01	50 PROGRESS AVE	437	25	0	UNIQUE MOULD MAKERS	C	31305	15650
			00400	0030	01	24 PROGRESS AVE	742	20	0	CANADIAN RESEARCH INSTITUT	C	40225	20110
	945	00400	00800	0020	01	1911 KENNEDY RD	738	3	0	ALUMNI COMPUTER GROUP	C	46775	23385
			01400	0046	01	11 PROGRESS AVE	733	1	0	DAVID M STEWART INC		0	0
			01400	0120	01	11 PROGRESS AVE	431	21	0	MAJOR PACKAGING LTD	C	8035	2405
			01400	0422	01	11 PROGRESS AVE	656	6	0	MIRAGE ACOUSTICS		0	0
			01400	0470	77	11 PROGRESS AVE	441	4	1	DIAMOND CASE CO	R	4000	0
			01400	0780	77	11 PROGRESS AVE	434	40	0	BROWN MANUFACTURING LTD	R	29125	0
			01400	0830	77	11 PROGRESS AVE	695	3	0	B H P INC/MARPROOF	C	15950	7975
	945	00800	05600	0015	01	1356 KENNEDY RD	624	2	0	VERTICAL BLINDS DRAPERY	C	1750	875
			05900	0011	01	1350 KENNEDY RD	649	6	15	STEAM CLEANING	R	6990	0
	945	00900	00600	0040	08	1303 KENNEDY RD	736	10	0	JOHNSTONE/ADAMS GRAPHICS		0	0
			01100	9999	77	1355 KENNEDY RD	624	4	2	SUNNYSIDE POOL CENTRES		0	0
			01400	0042	01	1399 KENNEDY RD	624	2	0	NATIONAL VERTICAL BLINDS I	R	9950	0
	945	06000	03000	0015	77	45 MURHAM GT	616	3	0	AUDIO MAGIC INC		0	0
			03000	0021	77	45 MURHAM GT	434	2	0	CERAMIC	R	4000	0
	945	06900	01700	0010	01	271 NANTUCKET BLVD	713	18	0	FRONTIER	C	10650	5325
			02100	0080	00	325 NANTUCKET BLVD	643	5	0	TECHNIC AUTOMATIC TRANS SV	R	4515	0
			02100	0150	77	325 NANTUCKET BLVD	530	1	0	J FERGUSON ADVERTISING LTD	R	4515	0
			02100	0270	01	325 NANTUCKET BLVD	643	2	0	KHOUSROUFS AUTOMOTIVE REP	R	4010	0
			02100	0281	01	325 NANTUCKET BLVD	643	2	0	VARTAN AUTO ELECTRIC	R	4010	0
			02100	0300	01	325 NANTUCKET BLVD	526	0	0	PRIVATE GARAGE	R	4010	0
	945	07400	02000	0015	01	880 ELLESMERE RD	614	2	2	SCANDIA FURNITURE FACTORY	R	4800	0
			02100	0040	77	1872 KENNEDY RD	692	1	1	CARA FOODS	C	5775	2740
131	946	04100	02600	0030	77	1168 KENNEDY RD	624	6	0	FACTORY BLIND SHOPPE	R	3525	0
	946	06400	03900	0140	77	2300 LAWRENCE AVE E	621	3	0	PHOTO KING	C	8490	2495
			03900	0360	01	2300 LAWRENCE AVE E	715	3	0	SUNVENTURE TRAVEL	R	2345	0
			03900	0385	01	2300 LAWRENCE AVE E	772	2	0	DR GEORGE KLASIOS DENTIST	R	1125	0
131	947	07700	00700	0010	77	70 RDLARK DR	713	7	0	CELPLAST	R	47375	0
131	950	04400	01000	1130	01	1 ELLESMERE RD	633	3	0	PARADISE FARM FRUIT MARKET	R	18375	0

NOTE: Tapes for Program P.3.21 and P3.31 would be generated during the comparison of previous year's E.D.B. with current year's E.D.B.

Program P3.32

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT ARRIVING IN CURRENT YEAR AT A NEW LOCATION IN METRO BY SIX EMPLOYMENT CATEGORIES

Data: (Summary of P3.31)

Employment and Activity Code of Establishments that Arrived from the "Arrived" file.

Geographical Areas:

Output by Regional Municipality Summary

Tabulations:

1. Employment and number of establishments that arrived for each area municipality by six employment categories.

2. Summary for each municipality of total establishments and employment which arrived.

3. Summary for each category of total number of establishments and employees that arrived.

Output Specifications:

1. Twenty-four lines per geographical unit.

2. One geographical unit per page.

3. The employment options available are:

   Option 1 = 'FULL TIME'
   Option 2 = 'PART TIME'
   Option 3 = 'TOTAL' (full & part-time)

   If Option 1 is selected, only the FTEMPCRT figures are used.

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	-	41-47, 52, 53
2)	Retail	-	61-63, 69
3)	Service	-	151-154, 157, 159, 51, 64-68
4)	Office	-	71-79
5)	Institutional	-	155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	-	21-33, 49, 55-56, 91-94

Applications:

1. Establishment movement analysis.

2. Economic activity location studies.

Program P3.32

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT ARRIVING IN CURRENT YEAR AT A NEW LOCATION IN METRO BY SIX EMPLOYMENT CATEGORIES

P332 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 1

OPTION: FULL TIME

NUMBER OF ESTABLISHMENTS AND EMPLOYMENT
ARRIVING IN THE CURRENT YEAR AT A NEW LOCATION IN METRO
BY SIX EMPLOYMENT CATEGORIES

	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
ESTABLISH	44	93	58	103	4	7	309
EMPLOYMENT	310	411	182	520	6	20	1449
(04) TORONTO							
ESTABLISH	78	416	234	932	32	21	1713
EMPLOYMENT	536	893	877	12745	209	88	15348
(06) EAST YORK							
ESTABLISH	6	14	14	29	0	0	63
EMPLOYMENT	90	23	50	131	0	0	294
(08) NORTH YORK							
ESTABLISH	85	127	83	391	7	7	700
EMPLOYMENT	828	348	466	2708	53	34	4437
(10) YORK							
ESTABLISH	10	45	22	29	5	4	115
EMPLOYMENT	87	97	43	84	9	57	377
(19) ETOBICOKE							
ESTABLISH	21	49	54	119	1	1	245
EMPLOYMENT	193	196	326	919	7	3	1644
METRO TORONTO							
ESTABLISH	241	744	465	1603	49	40	3145
EMPLOYMENT	2044	1968	1944	17107	284	202	23549

Program P3.33

PATTERN OF MOVEMENT IN CURRENT YEAR OF ARRIVING ESTABLISHMENTS AND EMPLOYMENT TO METROPOLITAN TORONTO MUNICIPALITIES BY SIX EMPLOYMENT CATEGORIES

Data: The number of employees and establishments, by activity code, that have been in their current location for less than 1 year.

Geographical Areas:

Output by Local or Area Municipality.

Tabulations:

1. Establishments and employment that has arrived in a municipality and indicating where it came from by municipality or from outside Metropolitan Toronto by Region.

2. Summary for each municipality of total establishments and employment leaving it to the indicated municipality.

3. Summary by employment type of all the establishments and employees arriving to the assigned municipality.

Output Specifications:

1. Thirty-eight lines per geographical unit.

2. One geographical unit per page.

3. The employment options shown on the report are:

   Option 1 = 'FULL TIME'
   Option 2 = 'PART TIME'
   Option 3 = 'TOTAL'

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	-	41-47, 52, 53
2)	Retail	-	61-63, 69
3)	Service	-	151-154, 157, 159, 51, 64-68
4)	Office	-	71-79
5)	Institutional	-	155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	-	21-33, 49, 55-56, 91-94

Applications:

1. Establishment movement analysis.

2. Economic activity location studies.

Program P3.33

PATTERN OF MOVEMENT IN CURRENT YEAR OF ARRIVING ESTABLISHMENTS AND EMPLOYMENT TO METROPOLITAN TORONTO MUNICIPALITIES BY SIX EMPLOYMENT CATEGORIES

P333 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 3

OPTION: FULL TIME

TO: (04) TORONTO

PATTERN OF MOVEMENT OF ESTABLISHMENTS AND EMPLOYMENT
ARRIVING IN METRO TORONTO MUNICIPALITIES IN THE CURRENT YEAR
BY SIX EMPLOYMENT CATEGORIES

FROM		MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH								
	ESTABLISH.	1	0	0	1	1	0	3
	EMPLOYMENT	2	0	0	1	2	0	5
(04) TORONTO								
	ESTABLISH.	36	111	42	628	19	5	841
	EMPLOYMENT	380	272	125	11216	99	11	12103
(06) EAST YORK								
	ESTABLISH.	0	1	0	3	0	0	4
	EMPLOYMENT	0	1	0	4	0	0	5
(08) NORTH YORK								
	ESTABLISH.	1	0	0	10	1	1	13
	EMPLOYMENT	2	0	0	156	3	1	162
(14) YORK								
	ESTABLISH.	0	0	0	0	0	0	0
	EMPLOYMENT	0	0	0	0	0	0	0
(19) ETOBICOKE								
	ESTABLISH.	0	2	2	0	0	0	4
	EMPLOYMENT	0	5	6	0	0	0	11
(20) HALTON								
	ESTABLISH.	0	0	0	1	0	0	1
	EMPLOYMENT	0	0	0	1	0	0	1
(25) PEEL								
	ESTABLISH.	0	0	0	4	0	0	4
	EMPLOYMENT	0	0	0	9	0	0	9

Program P3.34

ARRIVING ESTABLISHMENTS IN CURRENT YEAR BY EACH MUNICIPALITY AND METROPOLITAN TORONTO BY SEVEN EMPLOYMENT SIZES AND SIX EMPLOYMENT CATEGORIES

Data: For each municipality the number of establishments, employment, and activity code of establishments that have arrived in the past year.

Geographical Areas:

Output by Local or area municipality.

Tabulations:

1. Determine into which of 7 employment size groupings each occupancy that arrived in the indicated municipality goes.

2. Distribute within each employment size grouping the establishments by the 6 employment categories.

3. Show summaries for the number of establishments in each employment size, and the total number of establishments in each of 6 employment categories.

Output Specifications:

1. Twelve lines per geographical unit.

2. Four geographical units per page.

3. The employment options shown on the report are:

   Option 1 = 'FULL TIME'
   Option 2 = 'PART TIME'
   Option 3 = 'TOTAL'

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

Applications:

1. Land Use movement analysis.

2. Type and size characteristics of arriving establishments.

Program P3.34

ARRIVING ESTABLISHMENTS IN CURRENT YEAR BY EACH MUNICIPALITY AND METROPOLITAN TORONTO BY SEVEN EMPLOYMENT SIZES AND SIX EMPLOYMENT CATEGORIES

P334 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 14/04/83 PAGE: 2

OPTION: FULL TIME ESTABLISHMENTS ARRIVING IN THE CURRENT YEAR BY MUNICIPALITY AND METRO TORONTO BY SEVEN EMPLOYMENT SIZES, AND SIX EMPLOYMENT CATEGORIES

EMPLOY SIZE	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(08) NORTH YORK							
1 - 2	31	79	40	175	2	3	330
3 - 9	30	45	30	165	3	3	276
10 - 49	22	3	13	44	2	1	85
50 - 99	1	0	0	4	0	0	5
100 - 199	1	0	0	1	0	0	2
200 - 499	0	0	0	2	0	0	2
500+	0	0	0	0	0	0	0
TOTAL	85	127	83	391	7	7	700
(14) YORK							
1 - 2	4	32	17	17	3	1	74
3 - 9	4	12	5	12	2	1	36
10 - 49	1	1	0	0	0	2	4
50 - 99	1	0	0	0	0	0	1
100 - 199	0	0	0	0	0	0	0
200 - 499	0	0	0	0	0	0	0
500+	0	0	0	0	0	0	0
TOTAL	10	45	22	29	5	4	115
(19) ETOBICOKE							
1 - 2	4	28	19	47	0	0	98
3 - 9	11	18	26	56	1	1	113
10 - 49	6	3	9	12	0	0	30
50 - 99	0	0	0	3	0	0	3
100 - 199	0	0	0	1	0	0	1
200 - 499	0	0	0	0	0	0	0
500+	0	0	0	0	0	0	0
TOTAL	21	49	54	119	1	1	245

Program P3.35

TAXABLE REALTY BUSINESS AND EXEMPT ASSESSMENTS BY SIX EMPLOYMENT CATEGORIES OF ESTABLISHMENTS MOVING IN PAST YEAR TO METROPOLITAN TORONTO MUNICIPALITIES

Data:

1. Taxable Realty Assessment
2. Business Assessment
3. Exempt Assessment
4. Realty Tax Class Code
5. Line by line extract listing of all occupancies from the P3.31 program

Geographical Area:

Output by Local or Area Municipality

Tabulations:

1. For all establishments that are in a new location and different municipality then the previous year, indicate from which municipality they have come, showing the Taxable Realty, Business and Exempt Assessment by six employment categories.

2. Show, by Municipality moved from, the summary of assessment.

3. Show summary of assessment for all establishments arriving in the indicated municipality by each of the six employment categories.

Output Specifications:

1. Thirty lines per geographical unit.

2. One geographical unit per page.

3. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	- 41-47, 52, 53
2)	Retail	- 61-63, 69
3)	Service	- 151-154, 157, 159, 51, 64-68
4)	Office	- 71-79
5)	Institutional	- 155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	- 21-33, 49, 55-56, 91-94

Applications:

1. Economic evaluation studies.

2. Establishment movement by assessment value analysis.

Program P3.35

TAXABLE REALTY BUSINESS AND EXEMPT ASSESSMENTS BY SIX EMPLOYMENT CATEGORIES OF ESTABLISHMENTS MOVING IN PAST YEAR TO METROPOLITAN TORONTO MUNICIPALITIES

P335 — 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK — 14/04/83 — PAGE: 1

TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS
OF ESTABLISHMENTS MOVING TO METRO TORONTO MUNICIPALITIES IN THE PAST YEAR
BY SIX EMPLOYMENT CATEGORIES

TO: (01) SCARBOROUGH

FROM:	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
RA	140725	119995	128135	769229	27515	0	1185899
BA	61865	31850	2740	374320	685	0	471460
EA	0	0	0	0	0	0	0
(04) TORONTO							
RA	4315	13200	32825	1450	0	0	51790
BA	770	0	5375	0	0	0	6145
EA	0	0	0	0	0	0	0
(06) EAST YORK							
RA	0	0	2830	0	0	0	2830
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(08) NORTH YORK							
RA	0	6835	0	21500	0	0	28335
BA	0	2025	0	7740	0	0	9765
EA	0	0	0	0	0	0	0
(14) YORK							
RA	0	0	0	0	0	0	0
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0
(19) ETOBICOKE							
RA	0	0	40000	2780	0	0	42780
BA	0	0	0	0	0	0	0
EA	0	0	0	0	0	0	0

Program P3.41

NET GAIN OF ESTABLISHMENTS AND EMPLOYMENT BY SIX CATEGORIES FOR METROPOLITAN TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR

Data: (Net of P3.21 and P3.31)

The net gain or loss of establishments and employment by activity code.

Geographical Areas:

Output by Regional Municipality Summary

Tabulations:

1. Net gain or loss of establishments and employment for each area municipality by six employment categories.
2. Summary for each municipality of total establishment and employment gain.
3. Summary for each category of net gain of establishments and employment.

Output Specifications:

1. Twenty-four lines per geographical unit.
2. One geographical unit per page.
3. The employment options shown on the report are:

   Option 1 = 'FULL TIME'
   Option 2 = 'PART TIME'
   Option 3 = 'TOTAL'

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	-	41-47, 52, 53
2)	Retail	-	61-63, 69
3)	Service	-	151-154, 157, 159, 51, 64-68
4)	Office	-	71-79
5)	Institutional	-	155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	-	21-33, 49, 55-56, 91-94

Applications:

1. Economic relocation analysis.
2. Analysis by type, net gains or losses.

Program P3.41

NET GAIN OF ESTABLISHMENTS AND EMPLOYMENT BY SIX CATEGORIES FOR METROPOLITAN TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR

P341 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 19/05/83 PAGE: 1

OPTION: FULL TIME NET GAIN OF ESTABLISHMENTS AND EMPLOYMENT FOR METRO TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR BY SIX EMPLOYMENT CATEGORIES

	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
ESTABLISH.	40	77	46	85	2	7	257
EMPLOYMENT	277	321	138	415	690-	20	481
(04) TORONTO							
ESTABLISH.	70	343	208	833	20	20	[illegible]
EMPLOYMENT	495	672	787	9653	800-	87	10894
(06) EAST YORK							
ESTABLISH.	6	12	14	29	0	0	61
EMPLOYMENT	90	16	50	131	0	0	287
(08) NORTH YORK							
ESTABLISH.	70	107	68	351	5	6	607
EMPLOYMENT	685	173	369	2264	298-	32	3225
(14) YORK							
ESTABLISH.	9	45	20	28	5	4	111
EMPLOYMENT	85	97	38	83	9	57	369
(19) ETOBICOKE							
ESTABLISH.	17	46	52	101	0	1	217
EMPLOYMENT	152	167	319	790	13-	3	1418
METRO TORONTO							
ESTABLISH.	212	630	408	1427	40	38	2755
EMPLOYMENT	1784	1446	1701	13336	1792-	199	16674

Program P3.42

NET GAIN OF TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS FOR METROPOLITAN TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR BY SIX EMPLOYMENT CATEGORIES

Data: Realty assessment, business assessment and realty tax class for all records that have changed location over the past year.

Geographical Areas:

Output by Regional Municipality

Tabulations:

1. Accumulate the amounts arriving in Metropolitan Toronto minus those departing, by employment category.

2. Summarize the net gains or losses of all municipalities to get Metropolitan Toronto figures by 6 employment categories.

Output Specifications:

1. Thirty lines per geographical unit.

2. One geographical unit per page.

3. Exempt assessment is the realty assessment amount when RTAXC equals 'E' or 'G'.

4. Activity codes for the employment categories are:

1)	Manufacturing & Warehousing	-	41-47, 52, 53
2)	Retail	-	61-63, 69
3)	Service	-	151-154, 157, 159, 51, 64-68
4)	Office	-	71-79
5)	Institutional	-	155, 156, 158, 81-86
6)	Primary Production & Footloose & Other	-	21-33, 49, 55-56, 91-94

Applications:

1. Economic growth analysis studies.

2. Economic Base Studies.

3. Analysis by type, net gains or losses.

Program P3.42

NET GAIN OF TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS FOR METROPOLITAN TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR BY SIX EMPLOYMENT CATEGORIES

P342 1982 EMPLOYMENT, LAND USE AND ASSESSMENT DATA BANK 19/05/83 PAGE: 1

NET GAIN OF TAXABLE REALTY, BUSINESS AND EXEMPT ASSESSMENTS
FOR METRO TORONTO MUNICIPALITIES AS A RESULT OF MOVES OVER THE PAST YEAR
BY SIX EMPLOYMENT CATEGORIES

	MANUFACTURING & WAREHOUSING	RETAIL	SERVICE	OFFICE	INSTITUTIONAL	OTHER	TOTAL
(01) SCARBOROUGH							
RA	132440	470075	492241	962448	40040	355174	2452418
BA	28135-	50490	18080	341835	8340	0	390610
EA	0	0	50	0	1191015-	0	1190965-
(04) TORONTO							
RA	1543820	2429814	2281363	22312551	307899	311005	29186452
BA	280065	133705	366500	2108280	27910	68425	2984885
EA	0	0	0	4798162-	6434000-	4464-	11236626-
(06) EAST YORK							
RA	338775	88274	208133	129374	0	0	765556
BA	700	5310	36380	23175	0	0	65565
EA	0	0	0	0	0	0	0
(08) NORTH YORK							
RA	1965135	616950	583835	3826418	54250	24025-	7022563
BA	635570	64465	112870	1034470	2260	9370-	1840265
EA	0	0	0	0	2443990-	17920	2426070-
(14) YORK							
RA	370835	257962	117744	122878	63430	16596	949445
BA	17575	30635	10350	17810	7390	1675	85535
EA	0	0	0	23225	0	19090	42315
(19) ETOBICOKE							
RA	669228	588504	486011	1310256	0	22325	3076324
BA	53275	130830	43275	94840	0	0	322220
EA	0	0	0	0	279975-	0	279975-
METRO TORONTO							
RA	5020233	4451579	4170327	28663925	465619	681075	43452758
BA	959050	415435	587455	3620510	45900	60730	5689080
EA	0	0	50	4774937-	10348980-	32546	15091321-

Program P3.60

LISTING OF ALL PARCELS BY P.G.U. AND ADDRESS IN METROPOLITAN TORONTO WITH LATEST AVAILABLE DESCRIPTION

Data: Showing all parcels that contain non-residential occupancies by P.G.U. and address. Other information showed for these parcels are: property code; parcel code; work at home/construction; building name; employment full and part time; unit class code; property description and polygon identifiers.

Geographical Areas:

Output by: Prime P.G.U. and Address, for one or more municipalities.

Tabulations:

1. For all parcels listed add up and show full time and part time employment.

Output Specifications:

1. Two lines per geographical unit.
2. Sixty lines per page.

Applications:

This gives a complete listing of all parcels that contain non-residential occupancies.

NOTE: Re BUILDING NAME

This space is left blank if there is no building name.

PROGRAM P3.60

PARCEL FILE — DATE: 11/26/85 — PAGE 55

MUNC: 19 MPD: 072 BPU: 206

BLOCK	ROLSB	PROP CODE	PARC CODE	H C	ADDRESS: STREET NAME	NUM	UPST#	Q	BUILDING NAME	EMPLOYMENT FULL	EMPLOYMENT PART
	FRONT	DEPTH	SITE AREA	UM	UNITS	FLOOR AREA	YR BLT	#STRUCT	ZONING	TZONE	BFI	RTL	OFF	PK	IND AREA	SP TR
03000	02100	471	64		LAKE SHORE BLVD W	03763	00000		MACLEAN'S BARBER SHOP	2	0
	39.66	120	0.11	1	3	0	0000	0		000	00000000	0000	000	000	0000	002
	02200	410	61		LAKE SHORE BLVD W	03761	00000		CROWN CLEANERS	6	1
	50.00	120	0.14	1	0	0	0000	0		000	00000000	0000	000	000	0000	001
	02300	471	62		LAKE SHORE BLVD W	03759	00000		THE PET CORNER	2	1
	50.00	120	0.14	1	2	0	0000	0		000	00000000	0000	000	000	0000	002
03100	01500	471	64		LAKE SHORE BLVD W	03753	00000			7	1
	57.00	120	0.16	1	3	0	0000	0		000	00000000	0000	000	000	0000	002
	01600	480	67		LAKE SHORE BLVD W	00000	00000		ACTION AUTO SALES	2	3
	50.00	120	0.14	1	0	0	0000	0		000	00000000	0000	000	000	0000	001
	01700	471	55		LAKE SHORE BLVD W	03747	00000			2	0
	25.00	120	0.07	1	1	0	0000	0		000	00000000	0000	000	000	0000	000
	01800	471	62		LAKE SHORE BLVD W	03737	00000		GOLDEN METAL RESTAURANT	1	2
	25.00	120	0.07	1	2	0	0000	0		000	00000000	0000	000	000	0000	002
	01900	471	64		LAKE SHORE BLVD W	03731	00000			1	1
	50.00	120	0.14	1	3	0	0000	0		000	00000000	0000	000	000	0000	002
	02000	410	67		LAKE SHORE BLVD W	03725	00000		FIRST CHOICE AUTOMOTIVE	2	2
	57.00	120	0.16	1	0	0	0000	0		000	00000000	0000	000	000	0000	001

Program P3.61

LISTING OF ALL PARCEL CODES BY FULL TIME, PART TIME, TOTAL EMPLOYMENT AND TOTAL ESTABLISHMENTS

Data:
1. Full Time Employment
2. Part Time Employment
3. Total Employment
4. Total Establishments

for all parcel codes which have been coded.

Geographical Areas:

Output by: By Any of Various Polygon Sets

Tabulations:

1. The accumulation of full time, part time and total employment for each parcel code.
2. The accumulation of total establishments for each parcel code.
3. Overall total employment and total establishments.
4. Calculate percentage of full time employment of total employment.
5. Calculate percentage of part time employment of total employment.
6. Calculate the percentage of each parcel code's full time employment of total full time employment.
7. Repeat Step 6. for part time employment of total part time employment.
8. Repeat Step 6. for total employment of total employment.
9. Repeat Step 6. for total establishments with total establishments.

Output Specifications:

1. One line for empoyment.
2. One line for establishments (suppressing establishments of full time and part time employment just show total establishments.

Applications:

1. Relationship between property and occupancy analysis.
2. Predominant land use analysis.

P3.61

LISTING OF ALL PARCEL CODES BY FULL TIME, PART TIME, TOTAL EMPLOYMENT AND TOTAL ESTABLISHMENTS

Location: XXXXXXXXXX

Parcel Code	Full Time Employment #	% A	% D	Part Time Employment #	% A	% D	Total Employment #	% A	% D	Total Establishments #	% D
XX Possible 85 Codes								100.0			
TOTAL LAND USE			100.0			100.0			100.0 100.0		100.0

Program P3.62

FULL TIME, PART TIME, TOTAL EMPLOYMENT AND TOTAL ESTABLISHMENTS BY TEN LAND USE ACTIVITIES WITHIN TWELVE PREDOMINANT LAND USES

Data: Employment figures, Establishment figures, Parcel Codes and Activity Codes for all E.L.A. Records.

Geographical Areas:

Output by: Any of various polygon sets.

Tabulations:

1. For each of the eleven predominant land uses cross match with the ten land use activities by full time employment, part time employment, total employment and total establishments.

Output Specifications:

1. Sixty lines per geographical unit.

2. One geographical unit per page.

3. Parcel codes for the land use categories are:

1)	Individual and Collective Residential	01-10
2)	Commercial Accommodation	11-14
3)	Agriculture/Primary Industry	18, 40
4)	Electrical, Sewer & Water, Refuse Disposal, Municipal Maintenance	30, 31, 32 33, 34, 35
5)	Secondary Industry	41
6)	Storage	46, 47, 48
7)	Commercial Shopping	60-67
8)	Office	70-73
9)	Transportation and Communications	50-57, 74-77
10)	Institutional	20-24, 80-89
11)	Recreation	25-29, 90-96
12)	Open Space	19, 97-99

4. Activity codes for the employment categories are:

1)	Manufacturing	41-47
2)	Terminal Storage and Transportation	51-56
3)	Construction and Other	21-33, 49
4)	Retail Shopping	61-63, 69
5)	Retail Service	64-67
6)	Service Accommodation	15, 68
7)	Government Office	78
8)	Office (Other)	71-77, 79
9)	Institutional	81-86
10)	Recreation	91-94

Applications:

1. Analysis of relationship between predominant land uses and land use activities.

2. Assist in land use policy formulation.

P3.62

FULL TIME, PART TIME, TOTAL EMPLOYMENT AND TOTAL ESTABLISHMENTS BY TEN LAND USE ACTIVITIES WITHIN TWELVE PREDOMINANT LAND USES

Location xxxxxxxxx

Predominant Land Uses	Data	Manufacturing	Terminal, Storage & Transportation	Construction and Other	Retail Shopping	Retail Service	Service Accommodation	Government Office	Office (Other)	Institutional	Recreation	Total
Individual & Collective Residential	FT Emp PT Emp Total Emp Total Est Emp/Est											
Commercial Accommodation	FT Emp PT Emp Total Emp Total Est Emp/Est											
Agricultural & Primary Industry	FT Emp PT Emp Total Emp Total Est Emp/Est											
Electrical, Sewer & Water, Refuse Disposal Municipal Maintenance	FT Emp PT Emp Total Emp Total Est Emp/Est											
Secondary Industry	FT Emp PT Emp Total Emp Total Est Emp/Est											
Storage	FT Emp PT Emp Total Emp Total Est Emp/Est											
Commercial Shopping	FT Emp PT Emp Total Emp Total Est Emp/Est											
Office	FT Emp PT Emp Total Emp Total Est Emp/Est											
Transportation and Communications	FT Emp PT Emp Total Emp Total Est Emp/Est											
Institutional	FT Emp PT Emp Total Emp Total Est Emp/Est											
Recreation	FT Emp PT Emp Total Emp Total Est Emp/Est											
Open Space	FT Emp PT Emp Total Emp Total Est Emp/Est											
Total Land Use	FT Emp PT Emp Total Emp Total Est Emp/Est											

APPENDIX

INDEX

- A -

Activity Code	5.31-5.46
Arrived - Year Files	3.53, 3.54
Arriving Establishments - Work Files	3.30, 3.31
Arriving Establishments - File Layout	4.9
Arriving Establishments - Header Record	4.8
Arriving Establishments	3.62, 3.63
Arriving Establishments	6.0.10
Arriving and Departing Establishments	3.64, 3.65
Assessment Arrived	6.3.9
Assessment Listings	6.1.3
Assessment Moved	6.2.9

- B -

Basic Planning Units (Map)	5.49
Business Name	6.1.16

- C -

Call Back Form	5.6
Coding Instructions	5.14-5.23
Compare Programs	3.38, 3.39
Compare Programs	6.0.12-6.0.16
Corrections to Survey	5.53-5.62
Create Occupancy Year Files	3.18, 3.19
Create Parcel Year Files	3.24, 3.25
Create Valid E.L.A. Transactions	3.14, 3.15
Create Valid Parcels	3.20, 3.21
Create Intermediate Occupant and Survey Forms	3.10, 3.11
Create R.P.F. Parcel and Occupant Extracts	3.6, 3.7

- D -

Data Base Maintenance	4.1
Definitions and Coding Instructions	5.14-5.23
Departed Establishment Header Record	4.6
Departing - Year Files	3.51, 3.52
Departing Establishments - Work Files	3.28, 3.29
Departing Establishments - File Layout	4.7
Departing Establishments	3.60, 3.61
Departing Establishments	6.0.8

- E -

Edit Rules for Occupant Record 5.9-5.13
Establishments Arrived, P331 6.3.1
Establishments Arrived, P332 6.3.3
Establishments Arrived, P333 6.3.5
Establishments Arrived, P334 6.3.7
Establishments Moved, P321 6.2.1
Establishments Moved, P322 6.2.3
Establishments Moved, P323 6.2.5
Establishments Moved, P324 6.2.7

- F -

Field Survey and Update Procedures 5.1
Figures: System Design 2.4-2.16

- G -

Geographical Areas 5.48-5.52

- I -

Incorrect Part Time 3.42, 3.43
Incorrectly Coded Activity 3.40, 3.41

- J -

Job Dependency Flowcharts 3.3-3.5

- K -

Keypunching Instructions 5.52

- L -

Land Use Report 6.5.5
Length of Occupancy 6.1.18
Letter Requesting Data 5.7
Line by Line Listing 6.1.1
Location Codes 5.3
Location Code (Map) 5.51

- M -

MPR 23500 Split Survey Transactions	2.20
MPR 24000 Occupant Transaction Edit	2.21, 5.53
MPR 25000 Occupant Transaction Validation	2.21, 5.57
MPR 26000 Update and Create Work Occupancy File	2.24, 5.58
MPR 27000 Parcel Transaction Edit	2.23, 5.59
MPR 27250 Parcel Transaction Validation	2.23
MPR 27500 Update and Create Work Parcel File	2.26, 5.61
MPR 28000 Extract Employment Summaries	2.27
MPR 28500 Update Parcel with Occupant Extract	2.27
MPR 29000 Update Parcel File with Polygons	2.27
MPR 400P1-6 (job)	3.6, 3.7
MPR 403P1-6 (job)	3.8, 3.9
MPR 405P1-6 (job)	3.10, 3.11
MPR 407P0 (job)	3.12, 3.13
MPR 410P0 (job)	3.14, 3.15
MPR 415P0 (job)	3.16, 3.17
MPR 416P0 (job)	3.18, 3.19
MPR 420P0 (job)	3.48, 3.49
MPR 420P1 (job)	3.26, 3.27
MPR 425P0 (job)	3.51, 3.52
MPR 425P1 (job)	3.28, 3.29
MPR 430P0 (job)	3.53, 3.54
MPR 430P1 (job)	3.30, 3.31
MPR 435P0 (job)	3.54, 3.55
MPR 435P1 (job)	3.32, 3.33
MPR 436P0 (job)	3.56, 3.57
MPR 436P1 (job)	3.34, 3.35
MPR 437P1 (job)	3.58, 3.59
MPR 440P0 (job)	3.60, 3.61
MPR 445P0 (job)	3.62, 3.63
MPR 450P0 (job)	3.64, 3.65
MPR 454P0 (job)	3.66, 3.67
MPR 455P0 (job)	3.68, 3.69
MPR 460P0 (job)	3.20, 3.21
MPR 470P0 (job)	3.22, 3.23
MPR 475P0 (job)	3.70, 3.71
MPR 475P1 (job)	3.36, 3.37
MPR 476P0 (job)	3.72, 3.73
MPR 477P0 (job)	3.74, 3.75
MPR 480P0 (job)	3.44, 3.45
MPR 490P0 (job)	3.46, 3.47
MPR 495P0 (job)	3.24, 3.25
MPR 890U1 (job)	3.38, 3.39
MPR 890U2 (job)	3.40, 3.41
MPR 890U3 (job)	3.42, 3.43
Minor Planning Districts (Map)	5.50
Maintaining Data Base	4.1
Manufacturing Employment	6.1.20
Methodology	5.1, 5.2

- N -

Net Gain Assessment	6.4.3
Net Gain Establishment/Employment	6.4.1

- O -

Occupant Corrections (Submitting)	5.62
Occupant File Head Record	4.4
Occupant File Record Layout	4.5
Occupant Record Edit Rules	5.9, 5.13
Occupant Survey Record Status Code	2.19
Office Employment	6.1.23

- P -

P300 - Example	5.4
P301 - Work Files	3.26, 3.27
P311, P317, P318 - Work Files	3.34, 3.35
P311, P317, P318 - Year Files	3.56, 3.57
P312, P313, P314, P315 - Work Files	3.32, 3.33
P312, P313, P314, P315 - Year Files	3.54, 3.55
P316	3.58, 3.59
P350	3.66, 3.67
P351 - P354	3.68, 3.69
P361	3.72, 3.73
P362	3.74, 3.75
Parcel Code	5.24-5.30
Parcel Codes Report	6.5.3
Parcel Corrections (Submitting)	5.62
Parcel File Header Record	4.2
Parcel File Record Layout	4.3
Parcel Listing	6.5.1
Planning Districts (Map)	5.50
Polygons	4.10, 4.11
Print Parcel Work File	3.36, 3.37
Print Parcel File	3.70, 3.71
Program Documentation	2.17
Property Survey Record Status Code	2.18
Purpose of Survey	1.1

- R -

Report P300	6.0.4
Report P301	6.0.6
Report P302	6.0.8
Report P303	6.0.10
Report P304	6.0.12
Report P305	6.0.14
Report P306	6.0.16
Report P311	6.1.1
Report P312	6.1.3
Report P313	6.1.5
Report P314	6.1.7
Report P315	6.1.9
Report P316	6.1.12
Report P317	6.1.14
Report P318	6.1.16
Report P321	6.2.1
Report P322	6.2.3
Report P323	6.2.5
Report P324	6.2.7
Report P325	6.2.9
Report P331	6.3.1
Report P332	6.3.3
Report P333	6.3.5
Report P334	6.3.7
Report P335	6.3.9
Report P341	6.4.1
Report P342	6.4.3
Report P350	6.1.18
Report P351	6.1.20
Report P352	6.1.23
Report P353	6.1.26
Report P354	6.1.29
Report P360	6.5.1
Report P361	6.5.3
Report P362	6.5.5
Report Programs, List	6.0.1
Reporting Options	6.0.3
Retail Employment	6.1.26

- S -

Service Employment	6.1.29
Six Categories Report	6.1.5
Size of Establishments	6.1.12
Special Listings	3.48, 3.49, 6.0.6
Split Survey Transactions	3.12, 3.13
Survey Corrections	5.53-5.62
Survey Methodology	5.1
Survey Sheet	6.0.5
System Flowcharts	2.4-2.16
System Overview	2.1

- T -

Tape Retention	4.12
Ten Categories Report	6.1.7
Traffic Zones (Map)	5.48
Top Employers	6.1.14
Twenty-Nine Categories	6.1.9
Types - Occupant	2.19
Types - Property	2.18

- U -

Update ELA Create Work Occupancy	3.16, 3.17
Update Parcel File	3.22, 3.23
Update Parcel with Occupancy	3.44, 3.45
Update Parcel with Polygon	3.46, 3.47
Update Sheet - Occupancy	5.5
Update Sheet - Parcel	5.8

- Y -

Year Reports Final	3.54, 3.55